

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
January 21, 2020

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, January 21, 2020 immediately following the Executive Session Meeting at 6:07pm in the Association's Board Room. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Ron Crisp, President
Josanne Smith, Vice President
Krisie Lefave, Treasurer
Mary Kucala, Secretary
Raymond Rieger, Director
Kathleen O'Brien, Director

DIRECTORS ABSENT: Director, Vacant

ALSO PRESENT: Steven Shuey, PCAM, CCAM General Manager, Patricia Moeller, On-site Community Association Manager representing Personalized Property Management Tom Reid from Intelli Home Energy and homeowner Bill Gurzi.

CALL TO ORDER:

Ron Crisp called the Open Session meeting to order at 6:07 p.m.

APPROVAL OF THE AGENDA:

Motion to approve the meeting agenda as presented was made by Raymond Rieger, seconded by Josanne Smith. The motion was approved unanimous.

HOMEOWNER FORUM:

There were no comments from the homeowner present.

PRESIDENT'S REPORT:

There was no report from the President.

SECRETARY'S REPORT:

Minutes:

After review, motion to approve the December 17, 2019 meeting Minutes as submitted was made by Raymond Rieger, seconded by Mary Kucala. The motion was approved unanimous.

DISCLOSURE OF EXECUTIVE SESSION:

Today, at 5:00PM, prior to this meeting, an Executive Session Meeting was held which lasted about 1 hour. Discussion included contracts, discipline hearings and collection matters. The Board requested that management attempt to contact the owners whose accounts are due to be foreclosed upon.

TREASURER'S REPORT:

The Treasurer's report was given by Treasurer, Krisie Lefave. The December 31, 2019 financial reports were reviewed in detail along with a one-page summary addressed to the Board. It was noted that the bank statements and reconciliations were reviewed. It was also noted that the association is over budget for the year by \$53,220. This is due to lower income than projected in some areas along with extra maintenance than initially projected when the budget was prepared.

It was noted that there is an operating CDAR account in the amount of \$60,363.79 that matures every four (4) weeks. The Board has opted to allow the CDAR to continue to roll over into another four (4) week term.

After review, motion to accept the December 31, 2019 financial report and bank reconciliations as prepared was made by Krisie Lefave, seconded by Josanne Smith. The motion was approved unanimous.

COLLECTION REPORT:

The Board reviewed the collection report and the following actions were taken. Management is to contact 4 homeowners with delinquent accounts and inform them they have 15 days to contact management or the attorney's office for a payment plan.

COMMITTEE REPORTS:

Emergency Preparedness Committee - Chair, Raymond Rieger

It was noted the committee will continue to look into solar panels and backup generator for the association. The committee is looking into the Tesla battery backup systems. Management is to send the committee everything on file regarding the proposed solar structure. The committee has requested authorization to do further research on the Tesla batteries. Authorization was given to the committee.

Neighbors Helping Neighbors Program for PDCCA - Chair, Kathleen O'Brien

No report was given.

Social Committee- Chair, Krisie Lefave

The Social Committee has come up with a few community events. The committee is looking to have a Luau, Halloween Decorating Contest, Thanksgiving Potluck and a Lighted Golf Cart Parade. The committee is also looking for sponsors for these events to lessen the financial burden on the community and homeowner volunteers.

CURRENT BUSINESS:

Alice Marble Hall Issues-Window Treatments

The Board reviewed a proposal from Sun Comfort Blinds for the repair of the window blinds in the Alice Marble Hall at a cost of \$1,300. After repair, Motion to approve the proposal from Sun Comfort Blinds for the repair of the blinds in AMH at a cost of \$1,300 was made by Raymond Rieger, seconded by Josanne Smith. The motion to approve was unanimous.

ADA Compliance Proposals

The Board reviewed a proposal from Vantage Point Construction for the ADA compliance work at the hall restrooms. Management is waiting on an additional proposal from F&F Construction. The Board was informed by management that F&F had given a rough estimate of \$75,000 for the ADA compliance work. This item is tabled until next month.

Installation of Smoke Detectors, Exit Signs and Address Numbers at School Building
Management had the smoke detectors installed at the Montessori School at a cost of \$180.00.

CPR Class for Board Members

The previously scheduled CPR Class for the board members has been cancelled.

Newsletter Policies

In order to prevent misunderstandings of any kind, it was indicated that a policy should be established regarding the use of individual names of committee or board members with respect to announcements, advertisements or news articles about association sponsored events. A policy was developed for the board's consideration which reads:

When articles, announcements or advertisements are published in the association newsletter on behalf of the community, the sponsor shall be named as "the committee" or "the association" and not the name of an individual person on the committee or board. Further, the appearance of the article, advertisement or announcement should not have a similar appearance, logo or likeness of any paid advertisers so as not to have an appearance that the advertiser is receiving unintended recognition with the published item. If recognition is to be given to the members of the committee or board members, all shall be named, not just the chairman of the committee.

There was discussion on the recommended policy. It was agreed the policy is subject to modification as situations dictate. The intent is to prevent the appearance of a conflict of interest. The staff has been directed to follow and implement the new newsletter policy.

Homeowner Bill Gurzi has volunteered to lead the Newsletter Committee in an effort to have the newsletter include more content that would be valuable to the PDCCA homeowners.

Neighborhood Watch Meeting

A Neighborhood Watch Meeting has been scheduled for Friday, February 21, 2020 at 6:00pm at the Alice Marble Hall.

Board Member Appointment

The Board was made aware of a homeowner Pat Munson who has stated that she would be willing to fill the vacancy on the Board. The Board appointed Mary Kucala and Josanne Smith to meet with Pat Munson and if they felt she was a good candidate for the board they would have the power to appoint her to the Board. After discussion, Motion to approve 2 Directors to speak with homeowner Pat Munson and appoint her to fill the vacancy if she was a good candidate for the board was made by Krisie Lefave, seconded by Mary Kucala. The motion was approved unanimous.

NEW BUSINESS:

CV Energy Initiative Email

There was discussion on sending out an email blast with an attached letter to the PDCCA homeowners to inform the homeowners of a no cost energy audit. After discussion, Motion to approve sending out an email blast to the membership with information on the CV Energy Initiative Audit was made by Kathleen O'Brien, seconded by Krisie Lefave. The motion was approved unanimous.

2020 Legal Update

The Board members who attended the 2020 Legal Update felt it was filled with valuable information.

Management Reports:

The Management reports for the period ending December 31, 2019 which consisted of the Operations Report, Action Item List, Violation Report, the Architectural Request Report, and Closed Escrow Report were reviewed.

After review, Motion to accept the Management Reports as prepared by Management was made by Josanne Smith, seconded by Krisie Lefave. The motion was approved unanimous.

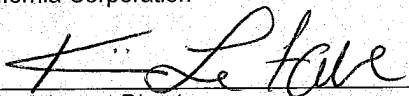
NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, February 18, 2020 immediately following the 5:00pm Executive Session Meeting. The Homeowners Open Forum starts at 6:30 p.m.

ADJOURNMENT:

With no further business to be brought before the board and upon a motion made by Josanne Smith, seconded by Krisie Lefave and unanimously approved, the meeting was adjourned at 7:57 p.m.

Respectfully submitted,
Patricia Moeller, Onsite Community Association Manager
Personalized Property Management Company

CERTIFICATE OF SECRETARY	
I certify that I am a director of the <u>Palm Desert Country Club Association</u> , a California incorporated association. The foregoing is a true and correct record (minutes) of the meeting held by the Board of Directors of the Association.	
DATED: _____	
	Palm Desert Country Club Association A California Corporation
BY: _____	
	Secretary or Director