

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
November 20, 2018

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, November 20, 2018 at 5:30 p.m. 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
Raymond Rieger, Director
Kim Herman, Secretary

DIRECTORS ABSENT: Kathleen O'Brien, Director
Angela Sacco, Treasurer
Krisie Lefave, Director

ALSO PRESENT: Steven Shuey, PCAM, CCAM, General Manager and Patricia Moeller, On-site Community Association Manager representing Personalized Property Management.

CALL TO ORDER:
Ron Crisp called the Open Session meeting to order at 5:30 p.m.

APPROVAL OF THE AGENDA:
A motion to approve the meeting agenda as presented was made by Raymond Rieger, seconded by Kim Herman. The motion was approved unanimous.

HOMEOWNER FORUM: There were no comments during Open Forum.

PRESIDENT'S REPORT:
President, Ron Crisp reported that Rich Warfield, President of Personalized Property Management will be in attendance at the next Board of Directors meeting to meet the new board members.

SECRETARY'S REPORT:

Minutes:
After review, motion to approve the October 16, 2018 meeting Minutes as submitted by management was made by Ron Crisp, seconded by Josanne Smith. The motion was approved with three (3) Ayes. Raymond Rieger abstained.

DICLOSURE OF EXECUTIVE SESSION:
Today, at 5:00 PM, prior to this meeting, an executive session meeting was held which lasted about 30 minutes. Discussion included legal matters on Golf Course issues; the solar project has been tabled and there were no collection matter for the board to approve.

TREASURERS REPORT:

The Treasurer's report was given by Steven Shuey. The October 2018 financial reports were reviewed in detail along with a one page summary addressed to the Board. It was noted that bank statements and reconciliations were reviewed. It was noted that the association is under budget for the month by \$1,794 and over budget for the year by \$11,786.

It was noted that there is a CDAR account in the amount of \$110,133.55 that matures each month. The Board has opted to allow the CDAR to roll over into another four (4) week term.

There is a CDAR account in the amount of \$210,327.80 that matures on November 27, 2018 for another thirteen (13) week term. The Board has opted to allow the CDAR to roll over into another thirteen (13) week term.

After review, a motion was made and seconded to accept the October 31, 2018 financial report and bank reconciliations as prepared by management. The motion was approved unanimous.

After discussion, a motion was made to authorize management, at management discretion, to transfer funds from the CDAR account into the association's checking account before the associations checking account drops below \$50,000 was made by Josanne Smith, seconded by Raymond Rieger. The motion was approved unanimous.

After discussion, a motion was made to authorize management to transfer the entire 2019 Reserve contribution amount of \$62,073 into the reserve account by the end of January 2019, thereby eliminating the monthly transfer, was made by Raymond Rieger, seconded by Josanne Smith. The motion was approved unanimous.

Collection Report:

There were no actions necessary by the Board.

Committee Reports:

Emergency Preparedness Committee - Chair, Raymond Rieger

This committee is looking into Generators/Solar Panels/Electrical Upgrades/Hand Held Radios. It was noted that the battery to one of the hand held radios exploded and need to be replaced. Homeowner Charlie Ash donated flashlights to the association's Emergency Preparedness Committee.

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

No report given.

UNFINISHED BUSINESS:

Alice Marble Hall Issues

It was reported to management that the coffee maker in the Hall needs to be replaced. Management was asked to find additional user groups for the Alice Marble Hall.

School Window Replacement

The school window replacement, as approved last month, has been scheduled for December 26-28, 2018.

AMH Toilet Report

The toilet in the AMH bathroom has been replaced.

Alice Marble Hall & Management Office Window Replacement

The window replacement, approved last month, has been completed.

Interior/Exterior Building Painting

The Property Services Manager for Dunn Edwards, Allison Dinielli would like to meet with the Board at their next board meeting to discuss additional color schemes for the upcoming painting project.

Pool Coping Repairs

The Board reviewed several proposals for the repair of the pool coping issue. There was discussion on the pros and cons of a coping edge verses a cantilever edge. After discussion, a motion was made to approve the proposal from F&F Construction in the amount of \$15,390 to remove the existing pool coping edge and pour a concrete cantilever edge was made by Raymond Rieger, seconded by Kim Herman. The motion was approved unanimous.

The pool will need to be drained during the pool coping construction. Management is to contact F&F Construction and find out if they have a subcontractor that could resurface the pool at a reasonable cost and to put up temporary fencing around the pool during construction.

Approval of Amended Rules & Regulations

The Board sent the proposed Rules & Regulations to the membership for a 30 day comment period from October 7, 2018 through November 20, 2018. Management did not receive any comments from the membership during this time. After review, a motion to approve the proposed amended Rules & Regulations was made by Josanne Smith, seconded by Raymond Rieger. The motion was approved unanimous.

NEW BUSINESS:

Enforcement of Landscape Rule Regarding Drought & Landscape

The Board reviewed a letter from a homeowner regarding the enforcement of the landscape rules. When the State of California was in a drought the association did not enforce the green landscape rule. California is no longer in a drought and the Board has instructed management to start enforcing the green landscape rule.

Daylight Lodge Assistance

The Daylight Lodge members have offered their services at no charge to the association. The association has allowed the Daylight Lodge to use the Alice Marble Hall at no charge. They are willing to help the association with assorted projects. Management is to check with the association's insurance agent if they would be covered under the association's non-employee worker's comp insurance.

Management Reports:

The Management report for the period ending October 31, 2018 which consisted of the Operations Report, Action Item List, Violation Report, the Architectural Request Report, Neighborhood Watch Crime Log, Escrows Closed and Action List were reviewed.

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

NEXT MEETING:

The next regular Board of Directors Meeting is to be held on Tuesday, December 18, 2018 immediately following the Executive Session Meeting that starts at 5:00 PM in the Association's Board Room.

ADJOURNMENT:

With no further business to be brought before the board and upon a motion made by Kim Herman, seconded by Josanne Smith and unanimously approved, the meeting was adjourned at 7:00 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: <u>12/18/18</u>	
Palm Desert Country Club Association A California Corporation	
BY: 	
Secretary of Director	