

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
November 17, 2020

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, November 17, 2020 immediately following the Executive Session Meeting at 3:10pm. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Ron Crisp, President
Kathleen O'Brien, Vice President-Via Teleconference
Mary Kucala, Secretary
Jack (John) Area, Treasurer
Heather Andrews, Director-Via Teleconference
Tom Morris, Director

DIRECTORS ABSENT: Patricia Munson, Director

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

CALL TO ORDER:

Ron Crisp called the Open Session meeting to order at 2:20pm to appoint a new board member to fill the remaining term of former board member Krisie Lefave.

APPROVAL OF THE AGENDA:

Motion to approve the amended agenda with the addition of Clarification on School Lease and storage of the School's personal items was made by Jack Areas, seconded by Mary Kucala. The motion was approved unanimous.

APPOINTMENT OF NEW BOARD MEMBER:

There was discussion on appointing a homeowner to the board to fill the remaining term of former board member Krisie Lefave. The Board reviewed the candidate list from the 2020 annual election and chose the candidate with the next highest number of votes after the candidates that were elected. After discussion, Motion to approve in appointing Tom Morris to fill the vacancy and serve the remaining term of 1 year was made by Ron Crisp, seconded by Jack Area. The motion was approved unanimous.

ADJOURNMENT TO EXECUTIVE SESSION

After the appointment of Tom Morris, at 2:21 PM the Open Meeting was adjourned to Executive Session.

RETURN FROM EXECUTIVE SESSION

The Open Session Meeting was reopened at 3:10pm.

HOMEOWNER FORUM:

There was no homeowners present.

PRESIDENT'S REPORT:

There was no report from the President.

SECRETARY'S REPORT:

Minutes:

After review, Motion to approve the October 20, 2020 meeting Minutes as submitted was made by Ron Crisp, seconded by Patricia Munson. The motion was approved unanimous.

DISCLOSURE OF EXECUTIVE SESSION:

Today, at 2:00PM, prior to this meeting, an Executive Session Meeting was held which lasted about 40 minutes. Discussion included contracts, discipline hearings and collection matters. There were no actions taken.

TREASURER'S REPORT:

The Treasurer's report was given by Treasurer, Jack Area. The October 31, 2020 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. All Financial documents including the general ledger, Balance sheet, Revenue & Expense statement, check registers, bank statements & reconciliations, and delinquency reports were provided to the board for their review as per Civil Code.

It was noted that there is an operating CDAR account in the amount of \$60,498.11 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 October 31, 2020 financial report and bank reconciliations as prepared was made by Mary Kucala, seconded Tom Morris. The motion was approved unanimous.

COLLECTION REPORT:

The Board reviewed the collection report. There were no actions taken.

COMMITTEE REPORTS:

Emergency Preparedness Committee

No report.

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

No report was given.

Social Committee

The Social Committee has announced that a Lighted Golf Cart Parade will be held on December 12, 2020 starting at 4:00pm at the office. It was also noted that management has received sponsorships from some of the associations vendors such as, Personalized Property Management, Dunn Edwards paints, Pro Landscape and RAM Roofing. The board authorized management to order a banner to place in front of the office and a poster board thanking our sponsors.

CURRENT BUSINESS:

Budget Mailing

Management reported that the budget mailing was completed on October 28, 2020.

NEW BUSINESS:

Tree Trimming Proposal

The board reviewed a proposal from Pro Landscape in the amount of \$4,060 for the annual tree trimming. After review, Motion to approve the proposal for the tree trimming submitted by Pro Landscape in the amount of \$4,060 was made Jack Area, seconded by Mary Kucala. The motion was approved unanimous.

Pool Gate Repair

The Board reviewed a proposal from Automation Pride in the amount of \$445 for the repair of the pool entrance gate. After review, Motion to approve the proposal submitted by Automation Pride in the amount of \$445 to repair the pool gate was made by Mary Kucala, seconded by Jack Area. The motion was approved unanimous.

Outdoor Storage Closet Door Frame

The board reviewed photos of the broken storage door frame. Management informed the board that the door frame is rotted and should be replaced. Management had F&F Construction (Jon Foster) review the situation and provide a cost estimate. The cost of the door frame replacement should not exceed \$1,000. The board directed management to get the work done.

Management Reports:

The Management reports for the period ending October 31, 2020 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 Mary Kucala, seconded by Heather Andrews. The motion was approved unanimous.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, December 15, 2020 immediately following the 2:00pm Executive Session Meeting. The Homeowners Open Forum starts at 3:00 p.m.

ADJOURNMENT:

With no further business to be brought before the board, a motion was made and seconded and unanimously approved to adjourn the meeting at 3:47 p.m.

Respectfully submitted,
Patricia Moeller, Onsite Community Association Manager

CERTIFICATE OF SECRETARY

I certify that I am a director of the Palm Desert Country Club Association, 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