

**Palm Desert Country Club Association
Open Board Meeting Minutes
PDCCA Board Room
March 1, 2016**

Board Directors present in board room: James Olsen, President; Josanne Smith, Vice-President; Ron Crisp, Secretary; Director Charles Ash and Kathleen O'Brien

Board Directors absent: Director John Evans

Staff present: Phyllis Harkins, Community Association Manager

Meeting called to order at 5:02 pm by President Olsen. A quorum of the board was present for the meeting.

Homeowners present: None; Director Ron Crisp stated that he wished to speak in Homeowner Forum

Homeowner Forum: Owner Ron Crisp spoke with board regarding recent pool area matter; he asked for clarification regarding current Association Pool Rules, item #11 (a).

Board heard presentation from BBVA Compass bank representatives regarding their bank's account services.

Executive Board Meeting Summary: **The board met in executive session on February 2, 2016** to consider the following matters: approve the January 5, 2016 executive board meeting minutes; met with one owner and one tenant prior to Hearings; held eight Show Cause Hearings and motioned on all; motioned to receive Association A/R aging report; reviewed two homeowner matters pertaining to past due special assessments, no board action taken; reviewed one homeowner request and motioned on it; reviewed five homeowner matters, no board action taken on any; reviewed two matters relating to third party, no action taken on either; reviewed one personnel matter and motioned on same; reviewed one legal counsel matter and motioned on same.

Motion by C. Ash, second by K. O'Brien, to approve February 2, 2016 open meeting minutes as presented. Carried unanimous

Financial Report: No report

Motion by C. Ash, second by J. Smith to receive the draft February 25, 2016 Association financial reports, consisting of Balance Sheet , February Monthly Revenue/Expense, YTD Revenue/Expense, and YTD Budget vs Actual report. Carried unanimous

COMMITTEE REPORTS

Community Improvement: Chair Crisp reviewed February 2016 report for CC&R violations; he also reviewed analysis of total Community Improvement cost for year 2015.

Architectural Control: Chair Olsen reported on the following architectural approvals: 43505 Texas—new patio cover; 43160 Illinois—19 rooftop solar panels; he reported on two pending applications: 77005 New York—new 2 car carport on street side and 77220 Indiana---new block wall to replace wood fence

Neighborhood Watch: Chair J. Smith reviewed the February 2016 Neighborhood Watch police activity report; she also updated board on upcoming Coffee & Cake event on 3/15/16.

Ad-Hoc Committee for
Bylaw Amendments: Chair Olsen discussed recent canvassing of community streets by board directors

Finance Committee: No report

MANAGER'S REPORT: See attached report from Association Manager

UNFINISHED BUSINESS:

- A. Management provided three bids to board for purchase of 88 new rose bushes and one tree for Rose Garden. Motion by C. Ash, second by K. O'Brien to approve \$2,542.00 purchase order, issued to Moller's Garden Center, for 88 new 5 gallon rose bushes and one Tipuana Tipu 24" box tree. Carried unanimous.
- B. Consideration of Annual Meeting Date and Record Date for Voting was deferred to executive session, in order to review legal counsel information.

NEW BUSINESS:

- A. Motion by C. Ash, second by J. Smith to write-off bad debt of \$75.00 against APN009-000-809. Carried by majority vote with R. Crisp recusing.
- B. Motion by R. Crisp, second by J. Smith to approve MW Consulting bid for 2016 annual election in amount of \$1,122.50 plus actual postage charges. Carried unanimous.**

Board Directors comments and suggestions for future agendas: None

Motion by C. Ash, second by R. Crisp to adjourn open meeting. Carried unanimous.

Meeting adjourned at 6:09 pm.

Next open board meeting will be held on Tuesday, April 5, 2016, 5 pm, Association board room.

Respectfully submitted,

Ron Crisp
Secretary, Palm Desert Country Club Association
As recorded by P. Harkins, Community Association Manager

Board approved: 4/5/16

**PALM DESERT COUNTRY CLUB ASSOCIATION
MANAGEMENT REPORT
March 1, 2016**

February 2016 courtesy/violation letters— 55 (2014-80)

POOL ATTENDANCE:

February 16	adults 541	children 81	guests 70	Total 69	(as of 2/26/16)
February 15	adults 555	children 85	guests 57	Total 697	(as of 2/26/15)

Mailing for draft Operating Rules: The 2015 audit will be mailed to Association owners before its April 30th deadline. Included in that mailing will be the draft Pool Rules that you approved at the 2/2/16 open meeting, and the draft Architectural and any other draft Rule changes that you approve at the April 5th board meeting.

2015 audit and tax returns: Our 2015 audit documents are ready for Chuck Beck, CPA. We will receive the audit by April 4, 2016, and it will be presented to the board at its April 5th board meeting. This will allow adequate time for the required mailing to owners by April 30th.

Pool area alarms: None as of 2/26/16.

Pay/Lien letters: 42 Association owners were delinquent as of 2/19/16; certified first class and regular first class letters were mailed on that date. In 2014, 68 owners were delinquent, and in 2015, 48 owners were delinquent.

NW Coffee and Cake with a Cop: Police officers from the traffic division and the SET team are scheduled to attend this event. At least one of the Beat 34 patrol officers will also attend, according to Lt. Baur, the new Palm Desert assistant chief of police. Lt. Lopez, the prior assistant police chief, has transferred to the homicide division of the police department.

Joe Mann Park issues: Management to speak with board about recent issues at Park

Community Improvement Hours: Coleen worked 33 hours in February for the Community Improvement Committee.

September board meeting date: Management to speak with board regarding date conflict.

Respectfully submitted,

**Phyllis Harkins, CCAM-LS, CMCA, AMS
Community Association Manager**