

**REGULAR MEETING MINUTES**  
**BOARD OF DIRECTORS**  
Palm City Association dba  
**Palm Desert Country Club Association**  
**January 18, 2022**

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, January 18, 2022, immediately following the Executive Session Meeting at 2:40pm. A quorum of Board members was present, and business was conducted as is outlined herein.

**DIRECTORS PRESENT:** Ron Crisp, President  
Heather Andrews, Secretary, Via Video Conference  
Jack Area, Treasurer  
David Crellen, Director  
Pat Munson, Director- Via Video Conference  
Tom Morris, Director  
Maria Demme, Director

**DIRECTORS ABSENT:** None

**ALSO PRESENT:** Patricia Moeller, General Manager representing Personalized Property Management

**CALL TO ORDER:**  
Ron Crisp called the Open Session meeting to order at 2:40pm.

**APPROVAL OF THE AGENDA:**  
Motion to approve the agenda as presented was made by Ron Crisp, seconded by Tom Morris. The motion was approved unanimously.

**HOMEOWNER FORUM:** There were no homeowners present.

**PRESIDENT'S REPORT:**  
President, Ron Crisp reported that construction on the Executive course begins in February.

**SECRETARY'S REPORT:**  
**Minutes:**  
After review, Motion to approve the December 14, 2021, meeting Minutes as submitted was made by Jack Area, seconded by Patricia Munson. The motion was approved unanimously.

**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 was also discussion on selling the Cell Tower lease.

**TREASURER'S REPORT:**  
The Treasurer's report was given by the Treasurer, Jack Area. The December 31, 2021, financial report was 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 \$60,532.91 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, 2021, financial report and bank reconciliations as prepared was made by Jack Area, seconded Patricia Munson. The motion was approved unanimous.*

### **COLLECTION REPORT:**

The Board reviewed the collection report. There were no actions taken. The board requested that management reach out to the owners whose homes are ready to be sent to foreclosure.

### **COMMITTEE REPORTS:**

#### Neighborhood Watch Discussion

Director, Pat Munson is interested in having a Neighborhood Watch Meeting in the hall. Pat will inform management of the date to see if the hall will be available. There was also discussion on the purchase of Neighborhood Watch signs and starting a Resident Patrol Committee.

#### Social Committee, Chair, Heather Andrews

There was no report from the committee.

#### Communications Committee- Bill Gurzi

The Communications Committee gave their report to improve the association's website and newsletter. It will take some time to gather all the information needed. The board authorized the committee to continue with gathering information to better the newsletter and website and request proposals from various companies.

### **CURRENT BUSINESS:**

#### Pool Area Landscape Proposals

Management is in the process of obtaining landscape proposals for the pool area landscape.

#### Fire Pit

This item is on hold until after the landscape has been completed.

### **NEW BUSINESS:**

#### Board Member Appointment

There was discussion on the appointment to fill the remainder term of Kathleen O'Brien with Maria Demme. After discussion, *Motion to appoint Maria Demme to the board was made by Ron Crisp, seconded by David Crellen. The motion was approved unanimous.*

#### Electrical Panel/Sub Panel Proposals

Management is waiting on the proposals.

#### Miss Sheila's Request for Rent Reduction

There was discussion on Miss Sheila's request for a rent reduction for the other two classrooms and a reduction in rent for the summer. There was no decision made.

**Management Reports:**

The Management reports for the period ending December 31, 2021, which consisted of the Violation Report and the Architectural Request Report, and the Closed Escrow report were reviewed.

After review, Motion to accept the Management Reports as prepared was made by Heather Andrews, seconded by Tom Morris. The motion was approved unanimous.

**NEXT MEETING:**

The next regular Board of Directors Meeting has been scheduled for Tuesday, February 15, 2022, 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 4:10 p.m.

Respectfully submitted,  
Patricia Moeller, General Manager  
Personalized Property Management Company

<p>CERTIFICATE OF SECRETARY</p> <p>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.</p> <p>DATED: _____</p> <p style="text-align: center;">Palm Desert Country Club Association A California Corporation</p> <p>BY: _____ Secretary or Director</p>
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