

**REGULAR MEETING MINUTES**  
**BOARD OF DIRECTORS**  
Palm City Association dba  
**Palm Desert Country Club Association**  
**January 16, 2024**

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, January 16, 2024, immediately following the Executive Session Meeting at 5:10 p.m. A quorum of Board members was present, and business was conducted as is outlined herein.

**DIRECTORS PRESENT:** Ron Crisp, President  
Heather Andrews, Secretary  
Pat McCabe, Treasurer  
Ray Rieger, Director  
Maria Demme, Director  
Cheryl Mena, Director  
Jeilyn Planos, 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 5:10 p.m.

**APPROVAL OF THE AGENDA:**  
*Motion to approve the agenda as presented was made by Pat McCabe, seconded by Ray Rieger. The motion was approved unanimous.*

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

**PRESIDENT'S REPORT:**  
No report was given.

**SECRETARY'S REPORT:**  
**Minutes:**

*After review, Motion to approve the December 19, 2023, meeting Minutes as presented was made by Ray Rieger, seconded by Heather Andrews. The motion was approved unanimous.*

**DISCLOSURE OF EXECUTIVE SESSION:**  
**Today, at 4:00PM,** prior to this meeting, an Executive Session Meeting was held which lasted about 1 hour and 10 minutes. Discussion included contracts, discipline hearings and collection matters. The Board denied requests for collection fees to be waived and approved a payment plan and sending an account to Coachella Valley Collection Service.

### **TREASURER'S REPORT:**

December 2023, 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.

After review, *Motion to accept the December 31, 2023, financial report, and bank reconciliations as prepared was made by Maria Demme, seconded by Ray Rieger. The motion was approved unanimous.*

### **COMMITTEE REPORTS:**

**Website AD Space Information-** The Board reviewed the information provided by the website design company for AD space. The Board would like to have a new tab added to the website named Advertisers on the top of the home page. They would also like the Cactus Club information removed from the website.

#### Community Garage Sale

Four homes have signed up to do the garage sale. Management will send out another email blast with the flyer.

#### Wine and Cheese Event

The next Wine and Cheese event has been scheduled for March 8<sup>th</sup>, 2024 at 5:00pm. The theme is St. Patrick's Day. Management and staff are working on a flyer to be emailed to the membership.

### **CURRENT BUSINESS:**

#### Electrical Panel Update

The electrical panel has been received and will be scheduled to be installed in mid-June 2024.

### **NEW BUSINESS:**

#### New Rule Change

There was discussion on updating the rules and regulations to include a new rule change to allow the installation of patio privacy screens, and moving storage containers. The board will review the changes made by the attorney's office and forward any changes to management by January 24. Management will then compile a list of changes and forward them to the board for review and approval. Once approved the changes will be sent to the attorney to incorporate into the final document.

#### Property Repair Proposals

This item was tabled until the next meeting.

#### AC Maintenance Renewal Proposal

The Board reviewed the AC Maintenance Renewal proposal from Desert Air to do maintenance on all the ac units 4 times per year at a cost of \$3,392. After review, *Motion to approve the AC Maintenance Renewal proposal at a cost of \$3,392 per year was made by Ray Rieger, seconded by Ron Crisp. The motion was approved unanimous.*

Security Reports

The Board reviewed the security reports from Serna Security.

**Management Reports:**

The Management reports for the period ending November 2023, which consisted of the Architectural Request Report, the Closed Escrow and the Homeowner Account Change report were reviewed.

**NEXT MEETING:**

The next regular Board of Directors Meeting has been scheduled for Tuesday, February 20, 2024, immediately following the 4:00pm Executive Session Meeting. The Homeowners Open Forum starts at 5:00 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 6:24 p.m.

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

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: 2/20/24

Palm Desert Country Club Association  
A California Corporation

BY: Heather Arslan  
Secretary or Director