

**REGULAR MEETING MINUTES**  
**BOARD OF DIRECTORS**  
Palm City Association dba  
**Palm Desert Country Club Association**  
**November 18, 2025**

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, November 18, 2025, immediately following the Executive Session Meeting at 5:06 p.m. A quorum of Board members was present, and business was conducted as is outlined herein.

**DIRECTORS PRESENT:** Ron Crisp, President  
Pat McCabe, Treasurer  
Maria Demme, Director  
Ivan Thomson, Director  
Cheryl Mena, Director

**DIRECTORS ABSENT:** Gaby Phillips, Director  
Heather Andrews, Secretary

**ALSO PRESENT:** Patricia Moeller, General Manager and Tina See, Administrative Assistant representing Personalized Property Management and homeowner Phil Walker

**CALL TO ORDER:**  
Ron Crisp called the Open Session meeting to order at 5:06 p.m.

**APPROVAL OF THE AGENDA:**  
*Motion to approve the agenda as amended was made by Ron Crisp, seconded by Ivan Thomson. The motion was approved unanimous.*

**HOMEOWNER FORUM:**  
Homeowner Phil Walker had some complaints about the pool heating schedule and the policy of the key fob replacement and access to the pool area without a key fob. These items will be added to next month's agenda for discussion and action.

**PRESIDENT'S REPORT:**  
There was no report from the President.

**SECRETARY'S REPORT:**  
**Minutes:**  
*After review, Motion to approve the October 21, 2025, meeting Minutes as presented was made by Pat McCabe, seconded by Cheryl Mena. 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 6 minutes. Discussion included contracts, discipline hearings and collection matters.

The Board also made the following decisions:

**COLLECTIONS:**

The Board reviewed the collection report that was prepared by management which included information provided by the attorney. Management reported that as of the end of October there is still \$27,802.19 in unpaid assessments and collections fees.

The board also discussed the removal of fines assessed and a request to remove fines were denied. There was also discussion on a request to remove collection fees which were denied.

**LIEN'S/NOD's**

The board reviewed the Lien and NOD's Authorizations. There was no action taken by the board.

**TREASURER REPORT:**

October 31, 2025, 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 the Civil Code.

After review, Motion to accept the October 31, 2025, financial report, and bank reconciliations as prepared was made by Pat McCabe, seconded by Ron Crisp. The motion was approved unanimous.

**Maturing CD**

The board missed the maturity date. The funds from the maturing CD were placed in the reserve account.

**Budget Mailing**

Management reported that the annual budget mailing has been distributed to the membership.

**COMMITTEE REPORTS:**

**Welcome Committee**

It was reported that there were 6 new owners for the month of October.

**Garage Sale**

The Bi-Annual Garage Sale was a success with about 15 garage sales.

**Wine and Cheese Night**

The Wine and Cheese event had 8 homeowners in attendance. The Wine and Cheese event is on hold until the Spring and further discussion.

**CURRENT BUSINESS:**

**Save the Date Annual Legal Update**

The board reviewed a Save the Date notice for the Annual Legal Update to be held on January 9<sup>th</sup>, 2026. Ron, Pat and Cheryl have committed to attend.

**NEW BUSINESS:**

**Security Reports**

There were no security issues to review.

Annual Roof Maintenance Proposal

The Board reviewed the annual roof maintenance proposal from RAM Roofing at a cost of \$4,160. After review, Motion to approve the annual roof maintenance proposal from RAM Roofing at a cost of \$4,160 was made by Ivan Thomson, seconded by Cheryl Mena. The motion was approved unanimous.

New Office Furniture

Management reported that the new office furniture has been purchased. It was also reported that the purchase came in under the approved amount of \$1,000.

Goal Setting Sessions

The board would like to have Goal Setting Sessions added to the agenda.

Request to Purchase GoPro Camera and Tablet for Violations Runs

Management requested to purchase a GoPro Camera and a tablet to perform the violation runs of the property. After discussion, Motion to approve the purchase of a GoPro camera and tablet cost not to exceed \$800 was made by Ivan Thomson, seconded by Maria Demme. The motion was approved unanimous.

**Management Reports:**

The Management reports for the period ending October 2025, consisting of the Architectural Request Report, the Closed Escrow report and action item list.


**NEXT MEETING:**

The next regular Board of Directors Meeting has been scheduled for Tuesday, December 16, 2025, 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 6:10 p.m.

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

<p><b>CERTIFICATE OF SECRETARY</b></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: <u>12/16/25</u></p>	<p>Palm Desert Country Club Association A California Corporation</p> <p>BY: <u></u> Secretary or Director</p>