

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
October 15, 2024

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, October 15, 2024, immediately following the Executive Session Meeting at 5:48 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
Ray Rieger, Director – Via Video Conference
Jeilyn Planos, Director
Maria Demme, Director
Cheryl Mena, Director

DIRECTORS ABSENT: Pat McCabe, Treasurer

ALSO PRESENT: Patricia Moeller, General Manager and Tina See representing Personalized Property Management

CALL TO ORDER:
Ron Crisp called the Open Session meeting to order at 5:48 p.m.

APPROVAL OF THE AGENDA:
Motion to approve the agenda as presented was made by Raymond Rieger, seconded by Ron Crisp. The motion was approved unanimous.

HOMEOWNER FORUM:
There were no homeowners present.

PRESIDENT’S REPORT:
There was no report given by the President.

SECRETARY’S REPORT:
Minutes:
After review, Motion to approve the September 17, 2024, meeting Minutes as submitted was made by Ron Crisp, seconded by Raymond Rieger. 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 48 minutes. Discussion included contracts, discipline hearings and collection matters.

The Board also made the following decisions:
After review, Motion to approve the Authorization to Lien Delinquent Homeowner for APN: 637-122-009 was made by Maria Demme, seconded by Heather Andrews. The motion to approve was unanimous.

IDR Meetings

31644844- The board held an IDR meeting with account 31644844 on September 30, 2024. The homeowner has requested the reversal of collection fees. After review and discussion, Motion to deny the request to reverse the collection fees but approve waiving all the late fees in the amount of \$119.40 was made by Cheryl Mena, seconded by Jeilyn Planos. The motion passed unanimously.

31645286- The board held an IDR meeting with account 31645286 on October 15, 2024. The homeowner is requesting the reversal of all collection fees including attorney fees. He stated he received an email stating to pay \$495.60 at your earliest convenience after his first request for a reduction of fees was denied. The first request for a reduction of fees was made after he received a 30-day pay or lien notice. After review and discussion, Motion to deny the owners request for a reversal of collection costs, but the board approved the removal of \$79.60 in late fees was made by Cheryl Mena, seconded by Jeilyn Planos. The motion passed unanimously.

Reduction in Fees Request

31644329- The Board reviewed the owner's request for a reduction in collection fees. After review and discussion, Motion to deny the request to reduce any collection costs but have approved to remove \$279.60 in fees was made by Heather Andrews, seconded by Maria Demme. The motion passed unanimously.

31644559- The Board reviewed the owner's request for a reduction in collection fees. After review and discussion, Motion to deny the request to reduce any collection costs but have approved the removal of the \$39.80 late fee was made by Heather Andrews, seconded by Maria Demme. The motion passed unanimously.

TREASURER'S REPORT:

September 30, 2024, 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 September 30, 2024, financial report, and bank reconciliations as prepared was made by Pat McCabe, seconded by Ron Crisp. The motion was approved unanimous.

Approval of the 2025 Draft Budget

The Board reviewed the 2025 draft budget that included a minimum wage increase and cost of living increases for the staff and an increase to the management fee. After review, Motion to approve the 2025 draft budget as presented was made by Maria Demme, seconded by Cheryl Mena. The motion was approved unanimous. Management will forward the assessment amount and the reserve contribution amount to the reserve study analyst to insert into the final reserve study to be included in the budget mailing package. Management will prepare the 2025 Budget mailing package and present to the board for final review and approval before mailing.

COMMITTEE REPORTS:

Events Committee

Trunk or Treat

The Trunk or Treat event has been scheduled for October 20, 2024, from 5:30pm- 7:30pm in the parking lot. The committee is still looking for volunteers. The banner has been placed at the pool area.

Wine and Cheese

The Wine and Cheese event has been scheduled for November 9, 2024, from 5:00pm- 8:00pm in the Alice Marble Hall.

Community Garage Sale

The Community Garage Sale has been scheduled for October 19, 2024 7:00am-1:00pm.

Flyers have been posted and emailed to the membership.

Welcome Committee

It was reported that the committee has met with some of the new homeowners and gifted them with a coffee mug and provided the Welcome letter and homeowner information forms. The off-site owners receive the welcome letter and homeowner information form via first class mail.

CURRENT BUSINESS:

Electrical Panel Update

Electrical panel replacement is in progress. The new lines are being installed from the power pole to the new placement of the panel.

Restated Rules and Regulations & Enforcement Policy

The board reviewed the restated rules and regulations that were prepared by management after a meeting with the rules and regulations committee. After review and discussion, *Motion to approve the Restated Rules and Regulations and Enforcement Policy and send out for a 30-day comment period was made by Ron Crisp, seconded by Raymond Rieger. The motion to approve was unanimous.* Management will prepare the cover letter, send a copy of the restated rules to Ray for posting on the website and will post notice on the bulletin boards.

NEW BUSINESS:

Security Reports

The Board reviewed the security reports.

Sewer Line Repair/Replacement Proposals

The board reviewed 2 proposals to repair or replace the sewer line for the school building. The board has requested management to obtain additional proposals for the repair or replacement of the sewer line.

PDCCA Christmas Gift Fair

Board member, Maria would like to put on a Christmas Gift Fair or Holiday Gift Fair where craftsman and crafters can sell their products. Maria will present more information to the board at the next meeting.

Management Reports:

The Management reports for the period ending September 2024, consisting of the Architectural Request Report, the Closed Escrow report and action item list were reviewed. Management also reported that a new law had passed regarding electronic voting.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, November 19, 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 6:47 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: 11/19/24

Palm Desert Country Club Association
A California Corporation

BY: 
Secretary or Director