

**REGULAR MEETING MINUTES**  
**BOARD OF DIRECTORS**  
Palm City Association dba  
**Palm Desert Country Club Association**  
February 20, 2024

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, February 20, 2024, immediately following the Executive Session Meeting at 4:30 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  
Cheryl Mena, Director  
Jeilyn Planos, Director

**DIRECTORS ABSENT:** Maria Demme, Director

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

**CALL TO ORDER:**  
Ron Crisp called the Open Session meeting to order at 4:30 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:**  
The following comments were made -A tenant would like to join a committee.

**PRESIDENT'S REPORT:**  
It was reported that Crown Castle would like to start negotiations again on the sale of the cell tower. It was also reported that the Developers of the 69 unit condos have appealed the fine assessed by the City.

**SECRETARY'S REPORT:**

**Minutes:**

After review, *Motion to approve the January 16, 2024, meeting Minutes as corrected was made by Ray Rieger, seconded by Pat McCabe. 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 30 minutes. Discussion included contracts, discipline hearings and collection matters. The Board approved a payment plan extension and sending out late letters to delinquent homeowners.

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

January 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 Civil Code.

After review, Motion to accept the January 31, 2024, financial report, and bank reconciliations as prepared was made by Heather Andrews, seconded by Ron Crisp. The motion was approved unanimous.

### **2023 Audit and Taxes**

The Board reviewed and signed the 2023 Taxes. The 2023 Audit needs further review. Tabled till the next meeting.

### **COMMITTEE REPORTS:**

#### **Website AD Space Information**

The Board reviewed the information provided by the website design company for AD space sizing. Director Cheryl Mena will obtain pricing for Ad sizes and report back to the board.

#### **Appoint Board Member to Architectural Committee**

This was tabled till the next meeting.

#### **Appoint Board Member to New Homeowner Welcome Committee**

Director, Cheryl Mena was appointed to head up the new committee. Cheryl will come up with some ideas to welcome new homeowners to the community. The board discussed a gift card with postcard of information to the website and contact information of the office staff.

#### **Appoint Board Member to Website Committee**

The Board appointed Ray Rieger to the website committee. Ray will keep the website updated with current content.

#### **Charter for Committees**

Ray will report back to the board on what is Charter for Committees.

#### **Establish a Facilities Committee**

Ray Rieger, Cheryl Mena and Ron Crisp have been appointed the Facilities Committee. They will meet two weeks prior to the board meeting and report to the board on what work needs to be done around the property.

#### **Wine and Cheese Event**

The 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 will send a second email blast as a reminder of the upcoming event.

### **CURRENT BUSINESS:**

#### **Electrical Panel Update**

The electrical panel has been received and will be scheduled to be installed after a Southern California Edison sign off on the installation.

#### Restated Rules and Regulations

There was discussion on updating the rules and regulations to include a new rule change to allow the installation of patio privacy screens, and the placement of moving storage containers. The board is still making changes.

#### **NEW BUSINESS:**

##### School Lease Renewal

There was discussion on the school's lease renewal. The lease must be renewed four months prior to the end of the current lease. Management was instructed to reach out to the school and obtain their new lease terms in writing.

##### Property Repair Proposals

The Board reviewed two proposals for repairs to the property and a new gate and fence installation by the dumpster. After review, Motion to approve the proposal from BRC Construction for property repairs and fence installation at a cost of \$14,400 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 report and action item list were reviewed.

##### **NEXT MEETING:**

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

Respectfully submitted,  
Patricia Moeller, General Manager

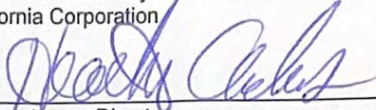
Personalized Property Management Company

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: 3/19/24

Palm Desert Country Club Association  
A California Corporation

BY:   
Secretary or Director