

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
June 18, 2024

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, June 18, 2024, immediately following the Executive Session Meeting at 4:31 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- Via Video Conference
Pat McCabe, Treasurer
Ray Rieger, Director – Via Video Conference
Jeilyn Planos, Director
Cheryl Mena, Director

DIRECTORS ABSENT: Maria Demme, Director

ALSO PRESENT: Patricia Moeller, General Manager representing Personalized Property Management and homeowner Susan Tracey.

CALL TO ORDER:
Ron Crisp called the Open Session meeting to order at 4:31 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 homeowner present reported an incident that happened at the pool area during an HOA function. She stated that her neighbor and son were denied entry to the pool area to use the restroom because he did not have his pool fob. She stated that the neighbor felt he was being discriminated against because he is of Salvadoran heritage.

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

SECRETARY'S REPORT:
Minutes:
After review, Motion to approve the May 21, 2024, meeting Minutes as submitted was made by Jeilyn Planos, 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 31 minutes. Discussion included contracts, discipline hearings and collection matters.

The Board also made the following decisions:

31644204-The Board reviewed the Completion of Foreclosure from the attorney's office. The board has tabled this until the next meeting to pull additional information on this property.

31647079-The owner has submitted a settlement offer of \$2,000 to bring the account current. The owner owes a total of \$2,966 in assessments, and collection fees. The board has denied the settlement offer. The board would like to make sure the owner understands that the amount owed is collection fees and delinquent assessments that cannot be waived.

After Discussion, *Motion to deny the owners settlement offer was made by Jeilyn Planos, seconded by Pat McCabe. The motion was approved unanimous.*

After review, *Motion to approve the Authorization to Lien Delinquent Homeowner for APN: 637-123-005 was made by Pat McCabe, seconded by Jeilyn Planos. The motion to approve was unanimous.*

31645072- There was a request from the administrator of the homeowner's estate to hold all collection efforts so the property can be sold. After discussion, *Motion to approve the administrator's request to hold collection efforts for six months was made by Pat McCabe, seconded by Jeilyn Planos. The motion was approved unanimous.*

TREASURER'S REPORT:

May 31, 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 May 31, 2024, financial report, and bank reconciliations as prepared was made by Pat McCabe, seconded by Ron Crisp. The motion was approved unanimous.*

2025 Reserve Study Proposal

The reserve study is in progress.

COMMITTEE REPORTS:

Events Committee

The committee reported that Movie night went well with over 50 attendees.

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 form. The off site owners are receiving the welcome letter and homeowner information form via first class mail.

CURRENT BUSINESS:

Electrical Panel Update

The electrical panel replacement has been scheduled for July 10-11. Management will post notice on the hall door to inform the hall users. Management was instructed to inform the school.

Restated Rules and Regulations & Enforcement Policy

The board is waiting for the attorney's office to review and comment on the restated rules. After the board receives the restated rules back from the attorney's office they will review and approve for mailout and post for a 30-day comment period. After the 30-day comment period, the board will review and consider any comments received and adopt the new restated rules.

Updated Association Forms for Website

The new updated forms are on the website. There are fillable forms and non-fillable forms available.

School Insurance Certificate

The school has provided the association with 2 certificates of insurance since April 30, that did not provide adequate coverage. The school is in violation of the lease by not providing adequate insurance coverage. The board has directed management to communicate with Miss Shiela that she must provide the association with adequate insurance coverage within 5 business days.

Pool Handrail Replacement

Management reported that the handrails should be installed soon.

NEW BUSINESS:

Wrought Iron Extension for Pool Area Wall

At the board's request management reached out to the association's insurance carrier to inquire about the installation of the spiked wrought iron fence extension on top of the pool area wall. It was reported that the installation of such fencing would be cause for non-renewal of the insurance policy. Management has cancelled the approved proposal with BRC Construction at the board's request.

Annual Meeting

Management reported that there are 3 seats up for election. Nomination procedures and forms have been mailed. Management also reported that 1 nomination has already been received.

Security Reports

The board reviewed the security reports. The board is requesting that the reports be checked for grammar and spelling errors before being sent to management.

Summer Security Patrols/Standing Guard Proposal

The board reviewed the proposal submitted by Serna Security for a Standing guard at the pool during July and August for Friday-Sunday and 2 nightly patrols. The board has opted to not approve the proposal and stay with the 4 nightly patrols.

Fit Pit

The Board discussed the installation of a fire pit at the pool area. More information needs to be presented before the board will decide. Heather and Cheryl will provide additional information at the next meeting. This has been tabled till the next meeting.

Dead Tree Removal Proposal

The Board reviewed a proposal to have 2 dead trees removed. The board would like an additional proposal to include stump removal or cut to grade. Management will obtain an additional proposal.

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Palm Tree Trimming Proposal

The board reviewed a proposal from Pro Landcare to trim 16 palm trees at a cost of \$1,040.00. After review, Motion to approve the proposal from Pro Landcare to trim 16 palm trees at a cost of \$1,040.00 was made by Pat McCabe, seconded by Jeilyn Planos. The motion was approved unanimous.

School Fence

There was discussion on the installation of either plants or shade screen on the existing fence between the school yard and the dog park. The board opted to install plants and irrigation along the fence. Management is to keep Miss Shiela informed.

Management Reports:

The Management reports for the period ending May 2024, consisting of the Architectural Request Report, the Closed Escrow report and action item list were reviewed. Management also reported the following: A leak detection company has been called to inspect a possible leak in the spa, the ice machine in the hall has been repaired and the office is receiving a new postage machine due to the current machine is out dated.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, September 17, 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 7:15 p.m.

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

CERTIFICATE OF SECRETARY	
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.	
DATED: <u>7/22/24</u>	
Palm Desert Country Club Association A California Corporation	
BY: <u>Pat McCabe</u> Secretary or Director	