

**PALM CANYON VILLAS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
1st of February 2019  
MINUTES**

*Upon proper notice duly given, a meeting of the Board of Directors of the **Palm Canyon Villas Homeowners Association** was held on 1st of February 2019 at the onsite offices at 9:00 AM. A quorum of members was present and business was conducted as is outlined herein.*

**MEMBERS PRESENT:**

<b>David Meyer</b>	President/Treasurer
<b>Kim Miller</b>	Secretary
<b>Ron Johnson</b>	Director
<b>Colin Sowa</b>	Director

**MEMBERS ABSENT:**

<b>Mike Jacobs</b>	Vice-President
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**ALSO PRESENT:**

David Schuknecht, CMCA, AMS representing Personalized Property Management.  
John Schuknecht, representing Personalized Property Management.  
Ray Hungerford, on-site manager.

**ORGANIZATIONAL MEETING:**

Before the meeting was called to order the board held a short organizational hearing of the board of directors called to order at 8:58 AM. Following a discussion and upon a motion duly made and seconded the board of directors organized as below and carries unanimously.

David Meyer President/Treasurer

Kim Miller Secretary

Ron Johnson Director

Colin Sowa Director

Mike Jacobs Vice-President

The organizational meeting was adjourned at 9:00 AM

**CALL TO ORDER:**

The meeting was called to order by the President, David Meyer at 9:00 AM

**HOMEOWNER FORUM:**

There were six homeowners present; topics discussed were board organization, reserve study, and termites.

The homeowner forum was opened up at the end of the meeting; additional topics discussed were leaf blowers, termites, and carpeting.

**SECRETARY'S REPORT:**

The board reviewed the minutes of the last meeting dated November 2, 2018. Upon a motion duly made and seconded the board voted to approve the minutes with an amendment to show that the next meeting will be in 2019. . Motion carries 3-1 with Kim Miller voting in the Nay's.

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

The board reviewed the financials and bank reconciliations as of December 2018 and delinquencies as of January 2019. Upon a motion duly made and seconded the board voted to accept the financials and bank reconciliations. Motion carries unanimously.

Following a discussion and upon a motion duly made and seconded the board approved a reserve transfer in the amount of \$50,000. Motion carries unanimously.

The accounts listed below is more than 60 days delinquent. Following a discussion and upon a motion duly made and seconded the board moved to approve its attorney to record a lien on the properties listed below:

APN# 681-297-025

APN# 681-296-005

Following a discussion and upon a motion duly made and seconded the board accepted the committee reports. Motion carries unanimously.

### **PRESIDENT'S REPORT:**

The president gave the financial report of the community.

### **COMMITTEE REPORTS:**

**Architectural** – The committee met on the 25<sup>th</sup> and approved three owners to proceed with remodeling their condominiums. The committee discussed the possibility of changing their application to reflect some of the permit requirements. They committee also discussed the water intrusion policy and gave an example of a leak detector.

**Landscape** – The turf conversion project is in full effect. The committee is very happy with how it is turning out. At the annual meeting some of the residents expressed displeasure with some of the desertscape but the committee stressed the importance of water savings due to the climate and the ever increasing water rates.

The board unanimously accepted both reports.

### **OLD BUSINESS**

### **NEW BUSINESS**

- A) Fidelity Bond Proposal- Management updated the board on the new law in regards to fidelity bond coverage. The board reviewed and discussed the proposal from LaBarre/Oksnee Insurance for a total annual premium of \$972. Following a discussion and upon a motion duly made and seconded the board moved to approve the proposal. Motion carries unanimously. The board approved management to sign the contract on their behalf.
- B) Financial Sub-Committee Resolution- Management updated the board on the new law relating to reviewing of the financials on a monthly basis. Following a discussion and upon a motion duly made and seconded the board moved to set up a sub-committee

consisting of David Meyer and Rolland Johnson to review the financials monthly. Motion carries unanimously.

- C) Transfer's over \$10,000 Resolution- Management updated the board on the new law relating to transfers greater than \$10,000. The board after reviewing their financial and payments observed that since the landscape check is sent in two payments monthly determined there wasn't a need to sign it.

### **MANAGER'S REPORT:**

- A) PCV On-Site Manager Report- Ray Hungerford gave a report on the community. He discussed entryways and welcome mats. The Welcome Mats/indoor and outdoor carpeting holds in moisture damaging the walkways. Safety striping (yellow and white) continues to be maintained around the complex. The areas are not in disrepair. Management has also received proposals for asphalt seal coal and tennis courts. The tennis courts are seeing increased wear due to the rising popularity of Pickle Ball. The resurfacing company indicated that pickle ball wears the surface down more.  
Following a discussion and upon a motion duly made and seconded the board of directors approved holiday lights to be put up before the holiday for 3 weeks, and after the holiday for 3 weeks, allowing a total time of 6 weeks. Motion carries unanimously.
- B) Correspondence- The board reviewed all of the correspondence included in the board packet and will follow up as necessary.
- C) The board reviewed the escrow closings, calls logs, and violation report from management.

Following a discussion and upon a motion duly made and seconded the board accepted the managers report.

### **NEXT MEETING:**

The next board meeting is scheduled for May 3, 2019 at 9:00 AM at the onsite office.

### **ADJOURNMENT:**

At this time with no further business presented to the board the board President adjourned the meeting at 10:00 AM

Respectfully submitted  
David Schuknecht  
Community Manager  
Personalized Property Management

#### CERTIFICATE OF SECRETARY

I certify that I am the duly qualified and acting secretary of the Palm Canyon Villas Homeowners 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, and entered in the Minutes Book.

DATED: Kim Milber

Palm Canyon Villas Homeowners Association  
A California Corporation

BY: \_\_\_\_\_