



TPUOA

Tri Palm Unified Owners Association

Board of Directors Meeting Minutes 32-851 Desert Moon Drive, Conference Room May 9, 2018

I. Call to Order:

President Will Gonzalez called meeting to order at 9:10 a.m., a quorum was established.

II. Roll Call:

- a. **Board Members:** Will Gonzalez, Linda Batson, Pam Treece, Sandy Barbon and Mike Campbell.
On Phone: Gary Burns, Jan Arbour & Wally Tecklenburg
- b. **Staff:** Admin. Assist. Marcee Williams
- c. **Guests:** Two homeowners in attendance.

Appoint new Board Member: Due to the resignation of Karen Schmidt a seat on the Board has remained open. Phil LaPierre posed an interest to fill that position. M. Campbell motioned to appoint Phil LaPierre to the board, seconded by L. Batson. Approved by all.

Approval of Minutes: April 11, 2018 Minutes reviewed with no amendments; J. Arbour motioned, P. Treece seconded, approved by all.

III. **President Report:** W. Gonzalez: We want to create a monthly "Round-Table" gathering to allow various homeowners to come to ask questions, voice their concerns, etc. in a setting other than the monthly board meetings or at the general meetings held at the clubhouse. There will be a meeting with John Manack, TPE Manager and Ron Weyant, Regional Manager to discuss the family section, swimming pool issues, and the disrepair of the property on the corner of Ramon Road & Monterey Avenue. **(W. Gonzalez – ongoing)**

IV. **Vice President Report:** L. Batson: No report.

V. **Financial Report:** W. Tecklenburg: April's expenses are in line with the budget. We are pursuing collections of CC&R fines with legal action. We renewed our Directors, Operations and Crime insurance with Liberty Insurance for a 15-month period to coincide with other policies that are due August 4, 2019. The insurance company requires 5 years with no legal action before we will see a decrease in our insurance costs. The year-end CPA report for 2017 was mailed to all homeowners. L. Batson asked if we could reduce our annual Reserve contribution from 3% to 2% next year to help fund the payroll in 2019? W. Tecklenburg responded that the Board could decide this when we review the budget in September. **(W. Tecklenburg – ongoing)**

VI. **Secretary Report:** J. Arbour: The Receptionist/Admin person is off for the summer months. Wendy & Marcee are covering the position duties, plus they also have summer projects to complete. Summer hours will change on Tuesday, May 29 to 9:00AM to 2:00PM, Monday - Friday, until Labor Day weekend. **(J. Arbour – ongoing)**

VII. Old Business:

- G. Burns: Action Log Sheet discussed. Gary will continue to add & delete items through the summer. **(G. Burns – ongoing)**

VIII. New Business:

- **General Meeting Time Change:** We have had requests to change the time of the Membership General Meeting from 10:00AM to 9:00AM on Saturday's beginning in the fall 2018. P. Treece will coordinate communication of this to the membership; W. Gonzales and P. LaPierre will coordinate with TPE management the details for an earlier setup in the hall. **(W. Gonzalez, P. Treece, P. LaPierre – ongoing)**
- **Property Owners Handbook:** P. LaPierre agreed to review the Handbook and work on revisions with the assistance of M. Morrissey. L. Batson requested that rental guidelines be updated in the Handbook. **(P. LaPierre – ongoing)**

IX. Committee Reports:

- **Architectural:** G. Burns: Received 20 applications this month with 19 approved. Five violation letters issued and two hearings are scheduled. One of our volunteers on two committees is moving to Texas. We will miss Gail and we welcome new volunteers. **(G. Burns – ongoing)**
- **Community Relations:** S. Barbon: Management will find a suitable place for the Emergency Preparedness storage container. Links to Emergency Preparedness issues will be in a special edition of Happenings this Summer. Will check into large item pickup in the park by Burrtec in for next season. **(S. Barbon – ongoing)**
- **CC&R and Senior Housing:** M. Campbell: We continue to cite homeowners with some response improvement. Homeowners must respond to notices to avoid a hearing and fines. Sub-leasing by renters is a violation and the homeowner is responsible for these violations. We continue to have homeowners in violation and will be filing small claims court actions on these accounts. We need more volunteers. **(M. Campbell – ongoing)**
- **Communications:** P. Treece: The website will be updated. The activity calendar will not be produced for the summer months. An email bulletin will be issued in the summer months and it will include a survey question about changing the Saturday General Meeting to 9 am. **(P. Treece – ongoing)**
- **Rules & Regulations:** P. LaPierre: Next meeting will be on May 21. Ron Weyant, Regional Manager is scheduled to be there. Juan, the grounds keeper, is working on drainage and building up the tees. Invited Mr. Weyant to attend the November board meeting and suggested he attend a general meeting next fall. P. LaPierre will prepare the R&R minutes to relieve the Office Manager of this duty over the summer months. W. Gonzalez mentioned that management has placed new signs at the pool and they promised to work on cleaning up the family section. **(P. LaPierre - ongoing)**
- **Information Technology:** J. Arbour (reported by M. Morrissey): Z-Drive needs to be replaced. Mike is working on operations manual. **(J. Arbour – ongoing)**
- **Motion to post Settlement Agreement on the website:** The Settlement Agreement signed by Kort and Scott (TPE management) when they purchased Tri Palm Estates is not on the TPUOA website. A discussion ensued about the pros and cons of posting the agreement to make it available to the membership. M. Campbell motioned and P. Treece seconded that the Settlement Agreement be posted on the TPUOA website and be available to the general membership. In Favor: W. Gonzalez, S. Barbon, G. Burns, W. Tecklenburg, J. Arbour, P. Treece, and M. Campbell. Abstained: L. Batson, P. LaPierre. Motion passed. **(P. Treece – website update)**

- **Member Comments or Questions:**

A member welcomed Phil back to the board. The membership has enough intelligence to understand the Settlement Agreement if it is posted. Members should be asked for their response prior to changing the time of the general meetings from 10:00 to 9:00AM. A political event is planned for the clubhouse, but Manny Perez is not scheduled to appear. Great idea for the “round-table” event to seek questions and greater participation from the membership. Another member agrees that the membership would understand the settlement agreement. We have allowed the management “loose rein” on the clubhouse activities and why is the TPE scheduling calendar not open to the public? Scheduling by TPE in the clubhouse hall needs to be monitored more closely. P. La Pierre clarified that to date, no bookings have been contracted for the clubhouse hall, political or otherwise.

Executive Meeting recap: Passed minutes from previous meeting. Set up process for correspondence to be received in the office from our attorney’s. Cody property discussed.

Meeting adjourned at 10:40 A.M.

/SIGNATURE ON FILE/HOA OFFICE
Will Gonzalez, President
On behalf of Secretary

06-06-2018
Date