



TPUOA

Tri Palm Unified Owners Association

Board of Directors Meeting Minutes 32-851 Desert Moon Drive, Conference Room July 11, 2018

I. Call to Order:

President Will Gonzalez called meeting to order at 9:00 a.m., a quorum was established.

II. Roll Call:

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

Approval of Minutes: June 6, 2018 Minutes reviewed with no amendments; J. Arbour motioned, P. Treece seconded, approved by all.

III. President Report: W. Gonzalez: No report.

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

V. Financial Report: W. Tecklenburg: The June balance of the checking account was \$73,647 and the money market was \$120,048, of which \$92,000 is in the reserve fund. Income was \$6,100. We received \$5,180 in transfer fees. 103 escrows closed year to date, compared to 92 in 2017 and there are 27 escrows pending. \$7,857 in annual assessments remain past due. Expenses were \$13,850. Epsten Grinnell & Howell has been notified that approximately \$40,000 of legal costs paid by TPUOA are eligible for reimbursement by Liberty Insurance. Epsten Grinnell & Howell is contacting Liberty with regards to this. June expenses are in line with the budget.

VI. Secretary Report: J. Arbour: The office is working efficiently. We will inquire to see if our seasonal assistant will return for next season. Happenings will need an assistant to help with the newsletter (**J. Arbour, P. Treece – ongoing**).

VII. Old Business:

- **Collections:** M. Campbell: Propose we work with 2 services for collection of debts and judgments received through the courts that we have been unsuccessful in collecting. Coachella Valley Collection Service and Empire Collection Co. take a percentage of the debt they collect so there is no out-of-pocket expense to us. We are filing small claims actions on four accounts this month.
 - **P. LaPierre motioned, S. Barbon seconded, approved by all to employ Coachella Valley Collection Service for the first test case in collecting on a judgment.**

VIII. New Business:

- **Nominate inspector of elections:** P. LaPierre: Requested we update our election schedule to change the appointment of the nominating chair for July, not March.
 - **P. LaPierre motioned, M. Campbell seconded, approved by all to change the month from March to July to appoint a nominating chair.**
- Suggested Mike Morrissey for Nominating Chairman. Mike accepted. Tom Steinwachs has said he will act as the Inspector of Elections.

IX. Committee Reports:

- **Communications:** P. Treece: Cindy, who is employed at the front clubhouse desk by TPE, will maintain the calendar of events for booking the side rooms in the hall, the library, and any other meeting or social spaces within the clubhouse. P. LaPierre will speak with John Manack on this issue and reference it in the Property Owners Handbook. The issue of signage restriction should also be noted in the Property Owners Handbook (**P. LaPierre – ongoing**). Happenings will require a trained individual to assist with publications by March 1, 2019. (**P. Treece - ongoing**). Reminder notices have gone out to homeowners about trimming their palm trees.

- **Architectural:** G. Burns: 11 applications and one was rejected. 13 violations and 10 hearing letters issued. Discussion of applying an administrative fee when dealing with those homeowners who have filed applications **after** the work has already been completed. Encourage compliance and apply a penalty if not compliant. Architectural Committee would like to meet with the CC&R committee for clarification on division of duties (**G. Burns – ongoing**). Include the Action Log on the agenda following the committee reports.
- **Community Relations:** S. Barbon: No report.
- **CC&R and Senior Housing:** M. Campbell: Concentrating on palm tree violations and owners will be brought in for hearings if they are still in violation as of July 15. Pam will issue a Constant Contacts blast to remind owners to get their palms trimmed and to thank those who have completed this annual routine. Landlords have been cooperative in evicting renters in violation of the age restriction. Discussion ensued about the value of the Compliance Officer in maintaining contact and follow through for senior housing violations. Suggested 2019 contract changes for the Compliance officer to state “employed up to 80 hours per month on an as needed basis determined by the committee work”.
 - **P. LaPierre motioned, G. Burns seconded, approved by all to increase the Compliance Officers hours to 20 hours per week for the month of July and take vacation for the month of August.**
- **Rules & Regulations:** P. LaPierre: Management has budgeted for cement work on the cart paths. No word on placement of the storage unit for Emergency Preparedness. Restaurant acoustics continue to be a problem. Debated on shuffleboard use by all owners. Rules, regulations and restrictions for the shuffleboard court need to be in the Property Owners Handbook. Recording security cameras have been installed around the clubhouse. TPUOA will bring a list forward of proposed renovations and enhancements to absorb the yearly 2% budget allotted in the Settlement Agreement for improvements. (**P. LaPierre – ongoing**)
- **Information Technology:** J. Arbour: Mike Morrissey stressed the importance of replacing the office hub, Z-drive computer before it fails. This is in the budget according to W. Tecklenburg and Mike will purchase the item and follow through with installation (**J. Arbour – ongoing**).
- **Action Log:** New items added and old items removed.
- **Member Comments or Questions:** A member sadly commented on the passing of Karen Schmidt on June 14, who was on the board. Asks that the RR&F committee bring up the issue that management enforce the handling of children whose actions are uncontrolled at the adult pool with their numerous pool toys. Question: Did the appeal court render a verdict? Answer: No. No further information about the lawsuit can be provided at this time. Another member commented on the development project to the east of Tri Palm and says they will begin work in the fall. Political meetings in common areas are not under Davis-Sterling. Question: Do we have a policy on the TPUOA conference room use? Answer: No, but one will be created (**J. Arbour – ongoing**). Question: Does the Board have a plan for the disposal of the property on Cody? Answer: Yes, we have been in discussions on that subject (**L. Batson – ongoing**).

Meeting adjourned at 11:00AM

Meeting reassembled at 12:33PM

Recap of Executive meeting: Discussion of Legal billings and insurance company responsibility. Review of contract issues for an independent contractor. Discussion of collections on court ordered judgments and obtaining the services of a collection agency.

Meeting adjourned at 12:35PM

/SIGNATURE ON FILE/HOA OFFICE
Janice Arbour, Secretary

09-05-2018
Date