

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
JUNE 15, 2016  
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**BOARD MEMBERS PRESENT:** Paula Hook – President  
Dennis Gierman – Vice President  
Margit Lippel – Secretary  
Judith Straub – Member at Large

**BOARD MEMBERS ABSENT:** Chris Osuna – Treasurer

**MANAGEMENT REPRESENTATIVE:** Clint Taylor, CMCA®, AMS®  
Keystone Pacific Property Management, Inc.

**ITEMS DISCUSSED IN EXECUTIVE SESSION – JUNE 15, 2016**

- The May 11, 2016 Executive Session minutes were approved.
- Delinquency action was taken.
- Homeowner hearing was held.

**GENERAL SESSION**

**CALL TO ORDER** - The meeting was called to order by the Board President at 7:31 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA

- I. HOMEOWNER FORUM** – Eight (8) homeowners were present for open forum.
- II. CONSENT CALENDAR**  
A motion was made, seconded and carried to approve the following items from the consent calendar without further discussion. (4/0)
- A. Executive Session Meeting Minutes– RESOLVED**, to ratify the action taken and approve the minutes from the May 11, 2016 General Session Board Meeting.
  - B. Financial Statement – RESOLVED**, to ratify the action taken and accept the April 30, 2016 financial statement as submitted.
  - C. Next Meeting Date – RESOLVED**, to ratify the action taken and accept the next meeting date as July 13, 2016 at 7:30 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA 92883.
- III. UNFINISHED/NEW BUSINESS**
- A. Delinquency Actions – Place Liens**  
  
**APN #290-211-003** – A motion was made, seconded and carried to approve the filing of a lien on APN #290-211-003 for the collection of outstanding assessments and applicable charges. (4/0)

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**APN #290-210-018** – A motion was made, seconded and carried to approve the filing of a lien on APN #290-210-018 for the collection of outstanding assessments and applicable charges. **(4/0)**

**APN #290-231-021** – A motion was made, seconded and carried to approve the filing of a lien on APN #290-231-021 for the collection of outstanding assessments and applicable charges. **(4/0)**

**APN #290-231-008** – A motion was made, seconded and carried to approve the filing of a lien on APN #290-231-008 for the collection of outstanding assessments and applicable charges. **(4/0)**

**APN #290-200-007** – A motion was made, seconded and carried to not file a lien on APN #290-200-007 as the homeowner has made several payments. **(4/0)**

- B. A/C Installation Proposal** – A motion was made, seconded and carried to approve the proposal provided by All Pro Heating and Air to install a new A/C unit at the community clubhouse at a cost not to exceed \$7,550.00. **(4/0)**
- C. New Pool Furniture Proposal** – A motion was made, seconded and carried to deny the proposal presented by Patioshoppers.com as Director Hook was able to purchase pool furniture for the community. **(4/0)**
- D. Proposal to Install Dumpster in Common Area** – A motion was made, seconded and carried to approve the installation of a small dumpster in the common area for a total cost of \$146.28 per month. **(4/0)**
- E. Next Meeting Agenda Items** – The Board discussed items to be placed on the agenda for the July 13, 2016 Board of Directors meeting. No further action was taken.

**IV. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:52 P.M.

ACCEPTED: Paula Hook DATE: 7/26/16