

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
FEBRUARY 28, 2017  
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**BOARD MEMBERS PRESENT:** Dennis Gierman – Vice President  
Margit Lippel – Secretary  
Judith Straub – Member at Large

**BOARD MEMBERS ABSENT:** Paula Hook -- President  
Chris Osuna – Treasurer

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

**ITEMS DISCUSSED IN EXECUTIVE SESSION – FEBRUARY 28, 2017**

- The January 11, 2017 Executive Session minutes were approved.
- Delinquency action was taken.
- The Board reviewed and amended the draft Rules and Regulations

**GENERAL SESSION**

**CALL TO ORDER** - The meeting was called to order by the Board President at 7:30 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA

- I. HOMEOWNER FORUM** -- Four (4) 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. (3/0)
- A. General Session Meeting Minutes– RESOLVED**, to ratify the action taken and approve the minutes from the January 11, 2017 General Session Board Meeting.
- B. Next Meeting Date – RESOLVED**, to ratify the action taken and accept the next meeting date as April 25, 2017 at 7:30 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA 92883.
- III. UNFINISHED/NEW BUSINESS**
- A. Events Committee Report** – Director Hook was not present to give a verbal report to the membership. No further action was taken.
- B. Delinquency Actions – Place Liens**
- APN #290-222-014 – A motion was made, seconded and carried to postpone the filing of a lien on APN #290-222-014. (3/0)
- APN #290-222-022 – A motion was made, seconded and carried to file a lien on APN #290-222-022 for the collection of outstanding assessments and applicable charges. (3/0)

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**APN# 290-212-035** – A motion was made, seconded and carried to file a lien on APN #290-212-035 for the collection of outstanding assessments and applicable charges. (3/0)

**APN #290-212-022** – A motion was made, seconded and carried to postpone the filing of a lien on APN #290-212-022 as the homeowner is on a payment plan. (3/0)

**APN #290-200-010** – A motion was made, seconded and carried to postpone the filing of a lien on APN #290-200-010. (3/0)

**APN #290-200-016** – A motion was made, seconded and carried to file a lien on APN #290-200-016 for the collection of outstanding assessments and applicable charges. (3/0)

**APN #290-200-020** – A motion was made, seconded and carried to file a lien on APN #290-200-020 for the collection of outstanding assessments and applicable charges. (3/0)

**APN #290-210-002** – A motion was made, seconded and carried to postpone the filing of a lien on APN #290-210-002. (3/0)

**C. FYE December 31, 2016 Draft Audit** – A motion was made, seconded and carried to approve the FYE December 31, 2016 draft audit as submitted by Inouye, Shively & Klatt C.P.A. (3/0)

**D. Approval of Draft Rules and Regulations Discussion** – A motion was made, seconded and carried to approve the draft rules and regulations and send them to legal for final review. (3/0)

**E. Next Meeting Agenda Items** – The Board discussed items to be placed on the agenda for the April 25, 2017 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 9:06 P.M.

ACCEPTED: Paula Dook DATE: 4/26/17