

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
OCTOBER 24, 2017
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BOARD MEMBERS PRESENT: Paula Hook – President
Dennis Gierman – Vice President
Judith Straub – Member at Large
Margit Lippel – Secretary

BOARD MEMBERS ABSENT: Chris Osuna – Treasurer

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

ITEMS DISCUSSED IN EXECUTIVE SESSION – OCTOBER 24, 2017

- The August 22, 2017 Executive Session minutes were approved.
- Delinquency actions were taken.
- Homeowner hearings were held.

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 – Forty-eight (48) 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. General Session Meeting Minutes– RESOLVED, to ratify the action taken and approve the minutes from the August 22, 2017 and August 29, 2017 General Session Board Meeting.

B. Financial Statements – RESOLVED, to ratify the action taken and accept the August 31, 2017 and September 30, 2017 financial statements as submitted by Management.

C. Next Meeting Date – RESOLVED, to ratify the action taken and accept the next meeting date as November 28, 2017 at 6:30 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA 92883.

III. UNFINISHED/NEW BUSINESS

A. Delinquency Action – Place Liens –

APN #290-213-002 – A motion was made, seconded and carried to postpone the filing of a lien on APN #290-213-002. **(4/0)**

APN #290-223-013 – A motion was made, seconded and carried to postpone the filing of a lien on APN #290-223-013. **(4/0)**

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APN #290-223-006 – A motion was made, seconded and carried to file a lien on APN #290-223-006 for the collection of outstanding assessments and applicable charges. **(4/0)**

APN #290-202-034 – A motion was made, seconded and carried to file a lien on APN #290-202-034 for the collection of outstanding assessments and applicable charges. **(4/0)**

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. **(4/0)**

APN #290-200-020 – A motion was made, seconded and carried to postpone the filing of a lien on APN #290-200-020. **(4/0)**

- B. Events Committee Report** – Director Hook was not present to give a verbal report to the membership. No further action was taken.
- C. Clubhouse Window Replacement/Removal Proposal** – A motion was made, seconded and carried to approve the proposal submitted by Loka Chores to replace the clubhouse window and install new cabinets, counter top and desk for a total cost of \$7,500.00. **(4/0)**
- D. Common Area Gazebo Proposals** – A motion was made, seconded and carried to approve the proposal submitted by Loka Chores to install a 25ft X 25ft gazebo in front of the clubhouse for a total cost of \$11,500.00. **(4/0)**
- E. 2018 Draft Budget/Reserve Maintenance Disclosure** – A motion was made, seconded and carried to approve the proposed draft budget and reserve maintenance disclosure. **(4/0)**
- F. Approval of Draft Rules and Regulations** – A motion was made, seconded and carried to amend the draft rules and send them back out to the membership for a thirty (30) day comment period. **(4/0)**
- G. Next Meeting Agenda Items** – The Board discussed items to be placed on the agenda for the November 28, 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

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10:28 P.M.

ACCEPTED: Paula Hook DATE: 11/28/17