

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
JANUARY 23, 2018
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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 – JANUARY 23, 2018

- The November 28, 2017 Executive Session minutes were approved.
- Delinquency action was taken.

GENERAL SESSION

CALL TO ORDER - The meeting was called to order by the Board President at 7:32 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA

I. HOMEOWNER FORUM – Fifteen (15) 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 November 28, 2017 General Session Board Meeting.
- B. Financial Statements – RESOLVED**, to ratify the action taken and accept the October 31, 2017, November 30, 2017 and December 31, 2017 financial statements as submitted by Management.
- C. Director Resignation– RESOLVED**, to ratify the action taken and accept the formal resignation of Judith Straub from the Butterfield Estates Board of Directors effective immediately.
- D. Next Meeting Date – RESOLVED**, to ratify the action taken and accept the next meeting date as February 27, 2018 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 –**

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APN #290-202-021 – A motion was made, seconded and carried to file a lien on APN #290-202-021 for the collection of outstanding assessments and applicable charges. (4/0)

APN #290-210-002 – A motion was made, seconded and carried to file a lien on APN #290-210-002 for the collection of outstanding assessments and applicable charges. (4/0)

B. Approval of Draft Rules and Regulations – A motion was made, seconded and carried to approve the draft rules and regulations as presented. (4/0)

C. Security Discussion – The Board discussed the progress of the new security vendor. No further action was taken.

D. Community Projects Discussion – The Board discussed all future and completed community projects. No further action was taken.

E. Next Meeting Agenda Items – The Board discussed items to be placed on the agenda for the February 27, 2018 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 8:55 P.M.

ACCEPTED: *Margit Laji* DATE: 4-3-18