

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
FEBRUARY 26, 2019
PAGE 1 OF 2

BOARD MEMBERS PRESENT: Dennis Gierman – Vice President
Margit Lippel – Secretary
Shannon Milliken – Member at Large

BOARD MEMBER ABSENT: Paula Hook – President
Chris Osuna – Treasurer

MANAGEMENT REPRESENTATIVE: Marc Murano, CMCA®
Keystone Pacific Property Management, LLC

ITEMS DISCUSSED IN EXECUTIVE SESSION – FEBRUARY 26 2019

- The January 23, 2019 Executive Session minutes were approved.
- Homeowner Hearings – Appropriate actions were taken.
- Homeowner Requests – Appropriate actions were taken.
- Delinquency Report – No action was required at this time.

GENERAL SESSION

CALL TO ORDER - The meeting was called to order by the Board President at 7:41 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA

I. HOMEOWNER FORUM – One (1) homeowner was present for open forum and topics of discussion included the next garage sale.

II. CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar without further discussion. Motion carried 3/0

- A. Approval of Minutes – RESOLVED**, to ratify the action taken and approve the minutes from the January 23, 2019 General Session Board Meeting.
- B. Architectural Submittal Report – RESOLVED**, to accept the Architectural Submittal Report generated on February 20 2019, as presented.
- C. Financial Statement – RESOLVED**, to accept the January 31, 2019 financial statement, as submitted.

III. UNFINISHED/NEW BUSINESS

- A. 2018 Draft Audit** – A motion was made, seconded and carried to approve the 2018 draft audit as prepared by Inouye, Shively, & Klatt, LLP, CPA and in accordance with California Civil Code to have it mailed to the membership within 120 days of the fiscal year end or by April 30th. Motion carried 3/0
- B. Spa Heater Proposal** – A motion was made, seconded and carried to approve the proposal submitted by Breakpoint Pools for the replacement of the spa heater for a total cost of \$4,073.06. Motion carried 3/0

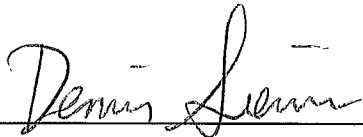
BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
FEBRUARY 26, 2019
PAGE 2 OF 2

C. Trash Container Discussion – The Board directed management to obtain two additional proposals for janitorial services with trash disposal included in the proposal and have Bemus Landscape begin replacing trash receptacles within the common areas.

D. Next Meeting Date – The next regular meeting date is scheduled for Tuesday, March 26, 2019 at 6:30 P.M. for Executive Session and 7:30 P.M. for General Session.

IV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:32 P.M.

ACCEPTED:  DATE: 3/26/19