

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
JUNE 26, 2019
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BOARD MEMBERS PRESENT: Margit Lippel – President
Dennis Gierman – Secretary
Shannon Milliken – Treasurer

BOARD MEMBERS ABSENT: Chris Osuna – Member-at-Large
Paula Hook – Vice President

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

ITEMS DISCUSSED IN EXECUTIVE SESSION – JUNE 26, 2019

- The April 25, 2019 Executive Session minutes were approved.
- Homeowner Hearings – Appropriate actions were taken.
- Homeowner Requests – Appropriate actions were taken.
- Delinquency Report – Appropriate actions were taken.
- Legal Updates / Opinions / Potential Litigation / Civil Code Updates – No action was required at this time.

GENERAL SESSION

CALL TO ORDER - The meeting was called to order by the Board President at 8:10 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA

I. HOMEOWNER FORUM – Three (3) homeowners were present for open forum and topics of discussion included home paint colors, speeding, and front entrance landscaping.

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 April 25, 2019 General Session Board Meeting

B. Architectural Submittal Report – RESOLVED, to accept the Architectural Submittal Report showing all architectural applications submitted between 4/18/19-6/19/19.

C. 2019 Annual Meeting/Election, Record Date, and Appointment of Inspector of Election - RESOLVED, to accept the annual meeting/election date of Wednesday, September 25, 2019, record date of Monday, August 5, 2019, and the appointment of Keystone Pacific Property Management, LLC as the inspector of election as presented.

D. Financial Statements – RESOLVED, to accept and acknowledge copies of the April 30, 2019 and May 31, 2019 financial statements, as well as, associated Board correspondence in accordance with AB 2912, as submitted.

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III. UNFINISHED/NEW BUSINESS

- A. Director Resignations / Appointments** – A motion was made, seconded and carried to approve the appointment of Gabriel Quihuiz and Kristan Stacey-Graf to the Board of Directors to serve out the remaining terms of their predecessors or until September 2019. The Board also appointed these Directors to the following Officer Positions:
Motion carried 3/0

Gabriel Quihuiz – Vice President
Kristan Stacey-Graf – Member-at-Large

- B. Delinquency Action – Place Liens** – Per the delinquency report dated 06/10/19 the Board took the following actions for the following accounts for the collection of all outstanding assessments and all applicable charges.

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

APN #290-230-011 – A motion was made, seconded and carried to approve the recording of a lien on APN #290-230-011 for the collection of outstanding assessments and applicable charges. Motion carried 3/0

APN #290-212-048 – A motion was made, seconded and carried to approve the recording of a lien on APN #290-212-048 for the collection of outstanding assessments and applicable charges. Motion carried 3/0


- C. 2019 Reserve Study** – A motion was made, seconded and carried to approve the 2019 reserve study performed by Strategic Reserves with the recommended monthly contribution amount of \$3,001 per unit per month and 50% funded. Motion carried 3/0

- D. Landscape Proposal** – This item was tabled until the next regularly scheduled meeting.

- E. Next Meeting Date** – The next regular meeting date is scheduled for Wednesday, July 24, 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 9:20 P.M.

ACCEPTED:  DATE: 7/24/19