

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
JANUARY 22, 2020
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BOARD MEMBERS PRESENT: Margit Lippel – President
Kristan Stacey-Graf – Vice President
Dennis Gierman – Secretary
Shannon Milliken – Treasurer
Gabriel Quihuiz – Member-at-Large

BOARD MEMBER ABSENT: None

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

ITEMS DISCUSSED IN EXECUTIVE SESSION – JANUARY 22, 2020

- The November 26, 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 Counsel Proposals – The proposed Election Rules were approved.

GENERAL SESSION

CALL TO ORDER - The meeting was called to order by the Board President at 7:47 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA

HOMEOWNER FORUM – Four (4) homeowners were present for open forum and topics of discussion included pool area lights out, spa chemicals, upcoming garage sale, website inaccuracies, doggie stations and doggie bags.

CONSENT CALENDAR

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

- A. Approval of Minutes – RESOLVED**, to ratify the action taken and approve the minutes from the November 26, 2019 General Session Board Meeting
- B. Architectural Submittal Report – RESOLVED**, to accept the Architectural Submittal Report showing all architectural applications submitted between 11/19/19 – 1/14/20.
- C. Delinquency Report – RESOLVED**, to approve the recording of liens on APN #290-211-022 and APN #290-200-010 for the collection of all delinquent assessments and applicable charges.
- D. Financial Statement – RESOLVED**, to accept the November 30, 2019 financial statement, as submitted.


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UNFINISHED/NEW BUSINESS

- A. Wall Repair Proposals** – This item was tabled until the next regularly scheduled meeting. Management was directed to perform an onsite walk with all three vendors and address potential revisions and additions to the proposals obtained.
- B. Architectural Guidelines Revision** – A motion was made, seconded and carried to approve the Board take certain sections called out of the sample Architectural Guidelines and prepare notes and comments to begin updating the Association's current Architectural Guidelines. Motion carried unanimously
- C. Common Area Maintenance / Handyman Discussion** – No action was taken on this item.
- D. Next Meeting Date** – The next regular meeting date is scheduled for Wednesday, February 26, 2020 at 6:00 P.M. for Executive Session and 7:30 P.M. for General Session.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:56 P.M.

ACCEPTED:  DATE: 3-4-2020