

Butterfield Estates Homeowners Association
MEETING OF THE BOARD OF DIRECTORS
General Session
January 7, 2015

NOTICE OF MEETING

The General Session meeting of the Butterfield Estates Homeowners Association Board of Directors was held on Wednesday January 7, 2015, at the Butterfield Estates Clubhouse, located at 24599 Maitri Road, Corona, CA, 92883.

CALL TO ORDER

The meeting was called to order at 7:30 p.m.

PRESENT

Directors Present: Paula Hook, Prisedent
Dennis Gierman, Vice President
Bill Nicola, Treasurer
Vanessa Lepe, Secretary
Bryce Egelin, Member at Large

Directors Absent: None

Representing PCM: Clint Taylor CMCA®, AMS®
Community Manager

Others Present: Four (4) Homeowners

MINUTES

December 4, 2014 General Session

The Board reviewed the minutes of the December 4, 2014 General Session Board Meeting. Upon a **motion** duly made and seconded, the Board resolved to approve the minutes as presented. Motion carried unanimously.

December 4, 2014 Executive Session

The Board reviewed the minutes of the December 4, 2014 Executive Session Board Meeting. Upon a **motion** duly made and seconded, the Board resolved to approve the minutes as presented. Motion carried unanimously.

FINANCIALS

December 2014

The Board reviewed the December 2014 financial statements submitted by Management. Upon a **motion** duly made and seconded, the Board resolved to accept the December financial statements as submitted. Motion carried unanimously.

NEW BUSINESS

Hospitality Committee Report

Director Lepe presented a verbal report on the ongoing activities in the community. No action was taken.

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Revised Bathroom Work

The Board discussed the upcoming community bathroom remodel. Upon a motion duly made and seconded, the Board resolved to change the proposal to include two stalls and a hand dryer. Motion carried unanimously.

Resolution to Record Liens

The Board reviewed a resolution to record liens on the following account numbers: **8120050-8 and 8120249-7** for continued delinquent assessments. Upon a motion duly made and seconded, The Board resolved to file liens on account number 8120050-8 and not file a lien on 8120249-7 as the owner is under an approved payment plan. Motion carried unanimously.

PCM to Sign Utility Checks

The Board discussed PCM signing all checks for the Associations utility bills which includes gas, water and electricity to speed up the process of payment. Upon a motion duly made and seconded, the Board resolved to approve PCM to sign all utility checks. Motion carried unanimously.

OPEN FORUM

-Community Events

EXECUTIVE SESSION

Items discussed in the Executive Session meeting, preceding this General Session meeting, included: Member discipline and delinquency/collection matters.

NEXT MEETING

The next General Session Meeting of the Board of Directors is scheduled for **February 5, 2015 at 7:30 p.m.**

ADJOURN

There being no further business to come before the Board at this time; the meeting was adjourned at 8:22 p.m.

ATTEST:

Signature

Date

Signature

Date