

**BUTTERFIELD ESTATES HOMEOWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
GENERAL SESSION MEETING MINUTES
SEPTEMBER 30, 2015**

NOTICE OF MEETING

The General Session meeting of the Butterfield Estates Homeowners' Association Board of Directors was held on Wednesday, September 30, 2015, at the Butterfield Estates Clubhouse, located at 24599 Maitri Road, Corona, California, 92883.

CALL TO ORDER

The meeting was called to order at 7:47 p.m.

PRESENT

Directors Present: Paula Hook, President
Dennis Gierman, Vice President
<vacant>, Treasurer

Directors Absent: <vacant>, Secretary
Bryce Egelin, Member at Large

Representing PCM: Grace Baek, Community Manager

Others Present: Three (3) Owners

EXECUTIVE SESSION DISCLOSURE

The Board discussed the following items during the September 30, 2015 Executive Session Meeting, preceding this General Session meeting: September 2, 2015 Executive Session Minutes, Member Disciplinary Hearing, August 2015 Delinquency Report and related matters, payment plans, and a request for an Emergency Vehicle Access road by a 3rd party.

MINUTES

September 2, 2015 General Session Minutes

The Board reviewed the minutes as presented by Management. Upon a motion duly made and seconded, the Board resolved to approve the September 2, 2015 General Session Minutes as presented. The motion carried and passed unanimously.

FINANCIAL REPORT

Financial Report: August 2015

The Board reviewed the financial report for August 2015. No further action was taken.

COMMITTEE REPORT

Hospitality Committee Report

Director Hook presented a verbal report on the on-going activities of the Association. No further action was taken.

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ARCHITECTURAL APPLICATIONS

Paint & Front Landscape (10340 Stageline Street)

The Board reviewed the application as submitted by the Owner. Upon a motion duly made and seconded, the Board resolved to table the discussion pending inspection by Director Hook and Director Osuna. The motion carried and passed unanimously.

Roof (10401 Stageline Street)

The Board reviewed the application as submitted by the Owner. Upon a motion duly made and seconded, the Board resolved to approve the application pending verification of the specification for the roof shingles. The motion carried and passed unanimously.

Front Hardscape (9970 Wrangler Way)

The Board reviewed the application as submitted by the Owner. Upon a motion duly made and seconded, the Board resolved to application to install paver stones with the following conditions:

- leveled with the rest of the landscape
- lined with appropriate weed barrier material
- sand or other equivalent material to stabilize the pavers

The motion carried and passed unanimously.

UNFINISHED BUSINESS

FYE 2016 Draft Budget

The Board reviewed the draft budget as presented by Management. Upon a motion duly made and seconded, the Board resolved to table the discussion regarding the draft budget for the upcoming fiscal year ending 12/31/2016. The motion carried and passed unanimously.

NEW BUSINESS

Appoint Board Member to Vacant Seat

Upon a motion duly made and seconded, the Board resolved to approve appointing Margit Lippel to the vacant seat of Secretary on the Board. The motion carried and passed unanimously.

Resolution to Record Liens

The Board reviewed the resolution as presented by Management. Upon a motion duly made and seconded, the Board resolved to table the discussion regarding the following accounts until the next meeting: 8120062-3, 8120124-1, 8120163-9, 8120201-7. The motion carried and passed unanimously.

Ratify Pool Bathroom Mold Remediation

The Board reviewed the invoice and report as presented by MCC Construction & Restoration Services, Inc. Upon a motion duly made and seconded, the Board resolved to approve ratifying the emergency mold remediation in the pool bathroom, completed on 4/13/2015 in the total amount of \$1,479.08, which will be expensed from the operating line item of Repairs & Maintenance (5255). The motion

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carried and passed unanimously.

Mailbox Slot Proposal

The Board reviewed the proposal as presented by MCC Construction & Restoration Services, Inc. Upon a motion duly made and seconded, the Board resolved to deny the installation of a mailbox slot on the existing clubhouse door. The motion carried and passed unanimously.

Clubhouse Storage Cabinet Proposal

The Board reviewed the proposal as presented by MCC Construction & Restoration Services, Inc. Upon a motion duly made and seconded, the Board resolved to table the discussion for the installation storage cabinets at the clubhouse for supplies. The motion carried and passed unanimously.

Palm Tree Pruning Proposal

The Board reviewed the proposal as presented by Bemus Landscape, Inc. Upon a motion duly made and seconded, the Board resolved to approve the pruning of the palm tree in the fuel mod area on Temescal Canyon Road per the Fire Marshall in the total amount of \$1,409.97, which will be expensed from the operating line item of Tree Maintenance (5290). The motion carried and passed unanimously.

Pool Fence Proposals

The Board reviewed the proposals as presented by All Counties Fence & Supply and Painting Unlimited, Inc.

Upon a motion duly made and seconded, the Board resolved to deny the proposals to repair the pool fence. The motion carried and passed unanimously.

Upon a motion duly made and seconded, the Board resolved to table the proposals to replace the pool fence until the next meeting. The motion carried and passed unanimously.

Pool Gate Lock Proposal

The Board reviewed the proposal as presented by Doug Burdick. Upon a motion duly made and seconded, the Board resolved to table the proposal pending the pool fence replacement. The motion carried and passed unanimously.

Clubhouse Refuse Service Proposal

The Board reviewed the options as quoted by Waste Management. Upon a motion duly made and seconded, the Board resolved to table the discussion. The motion carried and passed unanimously.

Pet Waste Station Proposal

The Board reviewed the quote as presented HD Supply. Upon a motion duly made and seconded, the Board resolved to table the discussion pending the decision for possible locations. The motion carried and passed unanimously.

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OPEN FORUM

Owners were in attendance, but there were no issues to bring to the attention of the Board.


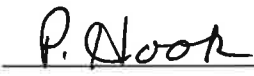
NEXT MEETING

The next Executive Session meeting is scheduled for **October 28, 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 8:54 p.m.

ATTEST:

 _____ Signature	<u>V.P.</u> _____ Title	<u>10/28/15</u> _____ Date
 _____ Signature	<u>Pres.</u> _____ Title	<u>10/28/15</u> _____ Date