



**Board of Directors' Meeting Minutes  
In Person and Via Zoom  
November 2, 2023, 2023  
2:00 PM**

Board Member(s) Present:

- Jan Van Willigen, President
- Laurel Klaus, Vice President
- Jim Young, Treasurer
- Paula Turner, Secretary
- Carol Nolte, Director
- Dean Rivale, Director
- Jay Agoado, Director

Also Present:

- Michael Walker, General Manager
- Kelly McGalliard, Operations Manager
- Mark Copeland, Investment Advisor, SEIA
- Eric Cole & William Brady, Hotwire
- Tony Brazil, BRS Roofing

Jan Van Willigen called the meeting to order at 2:00 PM. The Board of Directors, Management and eleven homeowners were present in person at the HOA office, which is located at 54-320 Southern Hills La Quinta CA. There were additional homeowners present via Zoom.

### **Meeting Minutes**

Paula Turner made a motion to approve the minutes of the Board Meeting of September 7, 2023, the Executive Sessions of September 7 and October 13, 2023, the Budget Workshop of October 2, 2023 and the Budget Workshop of October 26, 2023. Seconded by Jan Van Willigen; passed unanimously.

### **Financial Statements**

Jim Young provided a Treasurer's Report, which included an overview of the September 30, 2023 month end financial statement, as well as a summary of the year-to-date financial position of the Association. Jan Van Willigen made a motion to accept the Operating Fund Financial Statement as of September 30, 2023, Accounts Receivable Summary of September 30, 2023, Financial Review Certification for July, August and September, and 3<sup>rd</sup> Quarter Bank Statements as presented. Seconded by Laurel Klaus; passed unanimously.

Jan Van Willigen made a motion to proceed with initiating a Delinquent Assessment Lien on Parcel 775152063. Seconded by Laurel Klaus; passed unanimously.

Mark Copeland, Investment Advisor, SEIA, was present to provide an overview of the Association's investment portfolio.

## **Old Business**

**Bank Transition Update** – Jim Young stated that the transition from Bank of America is a work in progress, and that we anticipate the changeover to be complete by year end. No action required; none taken.

**Annual Meeting Election Timeline** – The Annual Members' Meeting and 2024 Board of Director's Election will be held on March 7, 2024 at 9:00 AM. The Board was provided a timeline, which details various actions related to the election that must be accomplished by certain dates. The timeline commences with Call for Candidates and Notice of Nomination Procedures on or about November 13, 2023 and concludes with the 2024 Board of Directors' election on March 7, 2024. Management is to ensure that the timeline is adhered to. No action required; none taken.

**Letter from MA dated 10/20/23** – The Board reviewed a letter from the Master Association (MA), which confirms final resolution of the expenses incurred by the MA and PGA WEST Residential Association due to the February 21, 2023 windstorm. No action required; none taken.

## **New Business**

**Hot Wire Fision Presentation** - Eric Cole & William Brady presented information regarding Hotwire, an independent fiber optic telecommunications company. Hot Wire technology may be considered by the Board as an alternative to Spectrum, who currently provides internet and video service to all Res I residents. No action required; none taken.

**Update Spectrum Proposal** – Spectrum provided a proposal for early contract renewal to the Board of Directors. The Board reviewed the information but did not act at this time.

**2024 Budget Approval** – The Board met twice in October 2023 to develop and review drafts of the proposed 2024 budget. Laurel Klaus made a motion to approve the 2024 Budget as presented. Seconded by Jim Young; passed unanimously.

**Explain the Need to Update CC&Rs** – Jan Van Willigen discussed various reasons that the Board intends to update the Association's CC&Rs in 2024, which include but are not limited to clarifying the way common area amenities are assessed, contract term flexibility, and ensure that the governing document is consistent with the requirements of current state and federal statutes. No action required; none taken.

**State of Res I Roofs** – Tony Brazil, Owner and President of BRS Roofing, the Association's current roofing contractor, discussed the state of many of the roofs that have been inspected. Storm Hilary and the subsequent

storm caused many roof leaks in units within the Association. This resulted in BRS performing many roof repairs. During the course of repair, it was noted that the underlayment on many roofs has become compromised. Consequently, Mr. Brazil recommended that the Board consider implementing a roof underlayment replacement plan. Mr. Brazil to prepare a proposal to develop a cost for a community wide roof underlayment replacement plan.

**Search Underway for New Operations Manager** – The Board has promoted current Operations Manager, Kelly McGalliard to General Manager, effective January 1, 2024; therefore, the Association has an open position. Management is interviewing candidates for the Operations Manager position.

**Request for reimbursement 54-749 Inverness/Sassola** – Mr. Sassola discovered several months ago that there is an issue with the electric meter at his residence, which caused IID to disconnect power to his residence. Management has been working with an electrical contractor, IID and the City of La Quinta to find the replacement part(s) for the meter, install same, obtain permits and approvals, etc. The process has been challenging and is ongoing. Mr. Sassola is requesting \$6,000 for loss of use of his Res I property for three months. The Board reviewed the request; however, the matter has been aggressively addressed by the Association since we learned of the problem in August, and the Association not responsible for the issue that caused the failed panel. The Board of Directors unanimously denied the request.

**Committee Reports** – The Landscape/Pool Committee Report, the Architectural Committee Report, the Compliance Committee Report, the Master Association Report, the Communication Report, and a Bighorn Sheep report were provided by the respective Committee Chairs, Paula Turner, Dean Rivale, Jay Agoado, Jim Young, Carol Nolte, and Jan Van Willigen.

**Correspondence** – The Pool and Spa Heating Schedule for the remainder of 2023 and 2024 was distributed to the owners. Essentially, the schedule provides that 50% of the pools and spas will be heated on a rotating basis. Four owners provided comments, which were reviewed by the Board. Jim Young recommended a sub-committee be formed to review pool and spa heating. Jay Agoado and Jan Van Willigen expressed that they would participate with Jim Young in this endeavor.

**General Manager's Report** - Michael Walker, General Manager, provided information regarding Association activities, including utility consumption updates, work order report, speed report, landscape, pest, lake, pool, and maintenance departments.

**Open Forum** – The homeowners were invited to address the Board. Topics discussed include roofs as a high priority for the Board to address, consideration of perks for Board members as an incentive to gain candidates, reduce the spa heat to 100°.

Jan Van Willigen made a motion to adjourn at 4:50 PM. Seconded by Carol Nolte; passed unanimously.

Respectfully submitted,

Paula Turner, Secretary

A handwritten signature in cursive script that reads "Paula Turner".

The next Board of Directors' Meeting is scheduled for  
January 25, 2023 at 2:00 PM

An Executive Session to discuss legal issues and member discipline was conducted  
immediately following the Board of Directors' Meeting.