

**MONTAGE AT MISSION HILLS HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING
JANUARY 14, 2010
MINUTES**

A meeting of the Board of Directors of the Montage at Mission Hills Homeowners Association was held on Thursday, January 14, 2010 at 3:00 p.m. at the offices of Personalized Property Management, Cathedral City, CA 92234. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Tom Tousignant, President
Skip Sanchez, Vice President
Sandy Nips, Director
Jerry Stamper, Secretary

MEMBERS ABSENT: Lee Ann Ellenz, Director

ALSO PRESENT: Jennifer Zeivel, CCAM representing Personalized Property Management.

CALL TO ORDER: President Tom Tousignant called the meeting to order at 3:00 p.m.

APPROVAL OF MINUTES: The Board reviewed the amended Minutes of the September 10, 2009 meeting, as presented by Management.

Motion to approve the Minutes of September 10, 2009 Regular meeting minutes as corrected by Mr. Tousignant, seconded by Ms. Nips, Unanimous.

The Board reviewed the Minutes of the November 12, 2009 Regular Meeting as presented by Management. *Motion to approve the Minutes of the November 12, 2009 Regular Meeting as presented, Ms. Nips made the motion, seconded by Mr. Stamper, Unanimous.*

FINANCIAL REPORTS: The Board reviewed the financial statements for November and December 2009, as presented by Management.

Motion to approve the financials for November and December 2009 for filing, Mr. Stamper made the motion, seconded by Ms. Nips, all in favor.

COMMITTEE REPORTS:

Landscape & Architectural Committee: The Board reviewed the minutes from the November and January Landscape & Architectural Committee meetings. The Board reviewed a yearly landscape schedule from Nissho; Sandy will review and make any necessary changes before approval. Skip asked if these items were outside the regular maintenance contract, Sandy said yes. It was reported that there appears to be gopher activity in the retention basin. Management will have Animal Pest Management out to assess and treat as needed.

Neighborhood Watch Committee No report was given.

President's Council meeting report. Minutes of the November Presidents Council meeting were included as a handout.

CONSENT CALENDAR:

The Board reviewed the consent calendar items including retroactive approvals for the following:

- Notification of Board Executive Session meeting of December 10, 2009 and January 14, 2010 for hearing on Rules violations.
- Approval retroactively for reimbursement of \$278.30 to MJ Schwartz for the cost of producing Neighborhood Watch folders for homeowners
- Approval retroactively for expenditure of \$70 to PPM for cost of mailing Neighborhood Watch folders to homeowners
- Approval retroactively for reimbursement of \$69,03 to MJ Schwartz for the cost of printing and folding the new Montage Messenger Newsletter
- Approval to roll over CD1 for a period of 6 months to 18 months depending on best available interest rate (matures January 30, 2010).
- Approval to roll over CD4 for a period of 6 months to 18 months depending on best available interest rate (matures February 10, 2010).
- Approval to roll over CD5 for a period of 6 months to 18 months depending on best available interest rate (matures February 15, 2010).

Motion to approve the consent calendar, Ms. Nips made the motion, seconded by Mr. Stamper, Unanimous.

OLD BUSINESS

Montage PPM website-Approval for payment retroactively for website service from April 2008 thru May 2009 at \$60.00 per month for a total of \$780.00.

The Board discussed payment for the website services retroactively for service April 2008-May 2009. Management indicated that the website should have been billed from the beginning, but later realized the Association had not been charged although services were received. Mr. Shuey talked to the Board about the billing further, and agreed to charge ½ price for the months of April 2008-December 2008.

Motion to approve the \$540.00 for the website for the period April 2008 – May 2009, reduced from \$780.00, Mr. Stamper made the motion, seconded by Mr. Sanchez,

unanimous. Mr. Shuey will provide the Board with a spreadsheet of email addresses of owners.

Status of Montage Website - Harold Schwartz discussed the various options for moving forward with the new Montage website, independent of PPM. The PPM website will be cancelled on February 1, 2010.

Status of soliciting business advertising for publication on the Montage

newsletter-MJ Schwartz discussed the business advertising for the newsletter. Money collected for advertising will offset the cost of the newsletter, \$69.00 was the cost of the prior newsletter, so one add could conceivably pay for the entire newsletter. How would PPM account for this money, account set up, need a line item in the chart of accounts for advertising revenue. Track expenses to same account or would it fall under postage and printing. Harold's original pricing HMS will handle all customer service issues, money will go

to Donna. No one has pushed it so far. Tom suggests that HMS come up with one shot price, and 3 shot price, and an annual price for the newsletter, Harold indicates he already has this information. HMS has four advertisers so far.

Approval of proposal by LC 14 to plant chamerops palm trees in the retention basin for \$438 by Nissho of California.

Motion to approve the chamerops proposal which includes removal of lantana and removal of plants by Nissho, Mr. Stamper made the motion, seconded by Mr. Sanchez, all in favor.

Approval for installation of additional Roto-Lite covers for perimeter light fixtures in the Gerald Ford and Da Vall parkways - Sandy Nips says she has received a lot of positive feedback on the lights that were installed. A/L committee received additional money for the Roto-Lights in the 2010 Budget.

Motion to approve installing 10 additional Roto-Lites to be paid from Grounds Miscellaneous, Mr. Sanchez made the motion, seconded by Mr. Stamper, all in favor.

NEW BUSINESS

Approval of contract for Inspector of Elections for the Annual Homeowners Meeting and Board Election by Richard Osborne not to exceed \$650.00.

Management suggested using a volunteer from the community to save money. Sandy will speak with Al Chavez and Joe Feldun and ask one of them to serve as inspector.

Approval of contract for 2009 Audit and Income Tax preparations by Glenn Perry, not to exceed \$1500.00.

Motion to approve using William Healey (who purchased Glenn Perry's firm effective January 18, 2010) for the 2009 Review not to exceed \$1500.00, Mr. Stamper made the motion, seconded by Ms. Nips, all in favor.

Approval of the appointment of Dennis Goodman to replace Donna Tousignant on the A&L Committee.

Motion to approve the appointment of Dennis Goodman to the Architectural Committee, Mr. Sanchez made the motion, seconded by Mr. Stamper, all in favor.

Management suggested a letter to Donna Tousignant thanking her for her years of service on the Architectural Committee. Ms. Nips said that Donna will serve as a defacto member in providing paint colors to owners.

HOMEOWNER FORUM

Items discussed were the retention basin. Nick Nickerson investigated the current drainage system at Montage and found that the system indicated on the original plans was not the system that was installed. Mr. Nickerson asked the Board if they would like for him to draw up the plans. Tom says new Reserve Study will be drawn up for 2011 and he would like to include this in the Reserve Study. Tom asked if a new drywell was installed, when would the HOA have to install another. Nick said never. When patios are installed the contractors need to not pour the cement into the street, washing out the cement truck into the street this will ruin the drywell. When approval for concrete work is requested, a stipulation that no cement be dumped in the street should be added. Another fix needed is to remove the DG from the bottom of the retention basin and till it. This will allow any overflow from the drywell to percolate into the soil, DG hinders percolation. A landscape contractor could do the work,

bobcat on the bottom to scrape 4" off the bottom. Nick will determine the cost for the scraping of the DG.

CORRESPONDENCE & OTHER

The Board reviewed all Management reports and correspondence no comment.

NEXT MEETING:

The next meeting of the Board is set for Saturday March 20, 2010 at 9:00 a.m. at the Children's Discovery Museum, prior to the Annual Homeowners Meeting. offices of Personalized Property Management.

ADJOURNMENT:

With no further business to be brought before the Board at this time, the meeting was adjourned at 5:00p.m on a motion duly made and seconded.

**Respectfully submitted,
Jennifer Zeivel, CCAM
Personalized Property Management Company**

APPROVED:

Jerry Stamper, Secretary

Date