



**THE EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING JUNE 18, 2020** was called to order at 6:30 p.m. for the purpose of reviewing: 209 Hearing, collection matters; deed restriction violations; discretionary information; and, review of the financial and collection reports.

**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present through telecommunication video and audit conferencing: Gloria Goodwin, Guadalupe Ramirez, Larry Hogan, Pete Lugo, Ernesto Avellaneda, Erin Stapleton, Chris Collins and Vicki Jackson. Absent member was Levy Bouligny. High Sierra Management representative present was Sherri Carey. Homeowners attending through video conference were also present to observe the meeting.

### **MINUTES**

The minutes of the May 21, 2020 meeting were presented to the Board for review. A motion was made by Director Stapleton and seconded by Director Jackson to approve the minutes as presented. The Board members present unanimously approved the motion.

### **FINANCIAL REPORT**

The financial report for the month ending May 31, 2020 was presented to the Board for review. Also presented was the collection report and updated attorney status report. All delinquency accounts were discussed. Treasurer Hogan also presented an annual budget projection with historical data for Board review. Further discussion regarding the information will be ongoing as the year progresses.

Management presented the proposed statement of values produced by the Association's insurance carrier providing replacement cost values of all community assets for the upcoming insurance policy renewals. The Board had no questions or changes.

Management also advised that collection notices have been sent out including notice of trash suspension for all owners that have not made arrangements to pay their 2020 dues.

### **EXECUTIVE MEETING ADMINISTRATION**

The Board discussed the upcoming July 4<sup>th</sup> parade and picnic. The Board agreed that due to the current COVID 19 situation, the Association should cancel holding the pool and picnic portion of the event. The picnic will still be tentatively scheduled as long as safety precautions can be adhered to. Several volunteers agreed to provide further assistance for the event.

The Board discussed proposed changes and additions to the website. Management advised the web master is currently working on new website formats for Board review. Further information will be presented as received.

The Board discussed the 2020 Annual Meeting delay due to COVID 19 and will continue to monitor the situation for rescheduling of the meeting later in the year.

### **DEED RESTRICTIONS**

The deed restriction and attorney action update reports were provided to the Board for review and discussion.

Management also presented a status on the repairs on the burned house on Cleobrook and presented ACC applications for said repairs. Management also advised that information pertaining to a tentative sale of the property has been received and will monitor the property for further updates at the next meeting.

### **CONTRACTS, MAINTENANCE AND BIDS**

**COVID 19 Facilities Closures** – Management provided an update for the Board regarding ongoing restrictions preventing the pools and clubhouses from being opened pursuant to local, State and Federal guidelines as well as current potential State orders being provided by pool

company professionals providing additional safety features that will allow pools to open under the current guidelines. Management also advised of new precautions and guidelines allowing tennis facilities to re-open under strict capacity limits. The Board agreed that the pools should remain closed at the time due to increased safety issues surrounding COVID 19 epidemic. The Board will continue to monitor the situation to determine whether or not the facilities can be opened at a later date.

Management presented the proposed specifications for lifeguard contract service bids for Board review. The Board agreed to table further discussion at this time and will re-open the discussion should the facilities be allowed to open.

Landscaping – Management presented bids for landscape and irrigation repairs and replacements to the Board for review. A motion was made by Director Collins and seconded by Director Jackson to approve irrigation repairs totaling \$296.27. The Board members present unanimously approved the motion. A motion was made by Director Collins and seconded by Director Jackson to approve the updating and renovation of the landscape bed surrounding the clubhouse marquee and monument totaling \$2,089.45. The Board members present unanimously approved the motion. The Board agreed to table further discussion for replacement of turf areas and landscape plants materials around the clubhouse until such time as funds can be budgeted for the extensive project. Management will also be scheduling power washing and touch up painting on all monuments.

Mosquito Fogging – The Board instructed management to increase mosquito fogging to 4 times per week until further notice.

#### **OPEN FORUM**

The floor was opened for additional questions and comments from the membership present.

There being no further business to come before the Board, a motion was made to adjourn at 8:35 p.m. The motion was unanimously approved by the Board members present.