

COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
JANUARY 8, 2019
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BOARD MEMBERS PRESENT:

Laurie Andrews
Jason Philpot
Donald Swanger

BOARD MEMBER ABSENT:

None

MANAGEMENT REPRESENTATIVE:

Jennifer Alegria, CMCA
Keystone Pacific Property Management, LLC

EXECUTIVE SESSION SUMMARY – JANUARY 8, 2019

- A. Executive Session Meeting Minutes from November 13, 2018
- B. Hearings for Compliance Matters/Fine Reversal Request
- C. Delinquent Accounts
- D. Contract Matters
- E. Legal Matters

CALL TO ORDER

The General Session meeting of the Country Roads Maintenance Corporation was called to order by President, Donald Swanger at 7:15 P.M. at Keystone Pacific Property Management located at 41593 Winchester Rd. in Temecula, CA 92590.

HOMEOWNER FORUM

Two homeowners were in attendance to discuss potentially volunteering for the vacant positions on the Board.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items on the consent calendar: M/S/C 3/0

- A. **Approval of General Session Minutes/Architectural Submittal Report** – Resolved, to ratify the actions taken and approve the minutes taken by Management from the November 13, 2018 General Session Board Meeting, and Architectural Submittal Report as of December 27, 2018 as submitted.
- B. **Financial Statements** – Resolved, to accept the October 31, 2018 and November 30, 2018 financial statements as prepared.

NEW BUSINESS

- A. **Homeowner Request – Budget Amendment** – The Board reviewed the request and no action was required.
- B. **Wrought Iron Fence Repair/Replacement Proposals** – A motion was made, seconded and carried to approve the proposal submitted by Painting Unlimited to repair a section of wrought iron fencing at 35664 Sainte Foy, for a cost of \$500.00. M/S/C 3/0

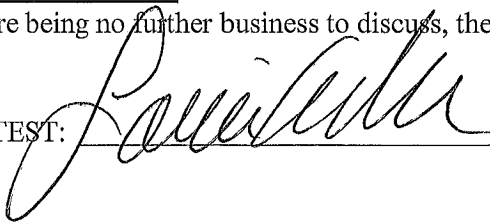
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- C. **Association Funds Transfer Committee** – A motion was made, seconded and carried to form a Association Funds Transfer Committee and to appoint Donald Swanger and Laurie Andrews to the committee for a one year term. M/S/C 3/0
- D. **Board of Directors Vacancy/Appointments** – A motion was made, seconded and carried to accept the resignations of Jim Seaman, effective November 30, 2018 and Bill Mooney, effective January 1, 2019. M/S/C 3/0
- E. **Retainer Agreement Renewal** – A motion was made, seconded and carried to approve the 2019 retainer agreement renewal with Fiore, Racobs & Powers, for a cost of \$1,800.00. M/S/C 3/0
- F. **Lien Authorizations** – The Board tabled filing a lien on APN# 480-141-004, as the balance was under \$500.00.
- G. **Newsletter Topics** – The Board requested that Management include a reminder about removing stakes from mature trees.
- H. **Next Meeting Agenda** –No action was taken.
- I. **Next Meeting Date** – A motion was made, seconded and carried to schedule the next meeting date for March 14, 2019, Executive Session will begin at 6:00 P.M., followed by General Session at 7:00 P.M. at Keystone Pacific Property Management, LLC in Temecula, California. M/S/C 3/0

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:46 P.M.

ATTEST:



DATE:

3-14-19