

COUNTRY ROADS MAINTENANCE CORPORATION  
GENERAL SESSION MEETING MINUTES  
NOVEMBER 14, 2019  
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**BOARD MEMBERS PRESENT:** Laurie Andrews  
Jason Philpot  
Nate Goldstein

**BOARD MEMBER ABSENT:** None

**MANAGEMENT REPRESENTATIVE:** Terry Kammes, CMCA  
Keystone Pacific Property Management, LLC

**EXECUTIVE SESSION SUMMARY – NOVEMBER 14, 2019**

- A. Executive Session Meeting Minutes from September 30, 2019
- B. Hearings for Compliance Matters
- C. Delinquent Accounts
- D. Legal Matters

**CALL TO ORDER**

The General Session meeting of the Country Roads Maintenance Corporation was called to order by Secretary, Laurie Andrews at 7:00 P.M. at Keystone Pacific Property Management located at 41593 Winchester Rd. in Temecula, CA 92590.

**PROOF OF NOTICE**

Proof of Notice was recorded by Management

**HOMEOWNER FORUM**

There were no homeowners present for homeowner forum.

**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 September 30, 2019 General Session Board Meeting, and Architectural Submittal Report as of September 30, 2019 to November 7, 2019 as submitted.
- B. **Association Finances – Financial Review – RESOLVED**, to acknowledge the review of the August 31, 2019 and September 30, 2019 financial Statements.
- C. **Financial Statements – RESOLVED**, to accept the August 30, 2019 and September 30, 2019 financial statements as prepared.

**NEW BUSINESS**

- A. **Board Appointment – Vacant Seats** – The candidate that showed interest in serving on the Board did not attend the meeting. The Board tabled consideration of appointment until January 16, 2020 Board Meeting.

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B. **SB 323 – Election** – A motion was made and seconded and carried to approve the recommended resolution to send current election rules to counsel for revision and to mail revised election rules to the membership for the 28 day review and comment period, once reviewed by the Board, to be adopted at the subsequent Board Meeting following notice to the members. M/S/C 3/0

C. **Annual Meeting Details** – A motion was made, seconded and carried to approve the Annual Election Details as outlined below: M/S/C 3/0

**Set Election Date** – Thursday, February 13, 2020.

**Establish a Record Date** - December 30, 2019

D. **Inspector(s) of Election** – A motion was made, seconded and carried to approve the proposal submitted by HOA Elections to act as the Inspector of the Election for a cost of \$1,025.00. M/S/C 3/0

E. **Lien Authorizations** – Per the delinquency report generated on July 1, 2019 the following actions on delinquent accounts for unpaid assessments and applicable charges as outlined below. M/S/C 3/0

APN #	Decision
APN# 480-140-001-2	Tabled filing a lien
APN# 480-120-034	Approved filing a lien
APN# 480-130-038-5	Tabled filing a lien
APN# 480-143-002-2	Approved filing a lien

F. **Christmas Event – Details** – No action required. Board Member Laurie Andrews confirmed date of the event for December 7, 2019 and details of the event such as Elf face painting, Shaved Ice Truck and goodie bags.

G. **Newsletter Topics** – The Board requested that Management include a reminder notice in the next newsletter to remove holiday decorations/lighting.

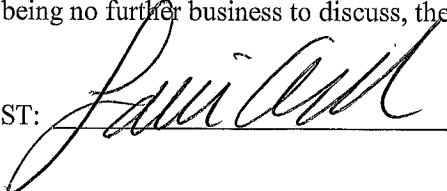
H. **Next Meeting Agenda** – There were no request.

I. **Next Meeting Date** – A motion was made, seconded and carried to schedule the next meeting date for January 16, 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 7:15 P.M.

ATTEST:



DATE:

2-13-2020