

**IRONWOOD COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**DATE:** October 28, 2008

**TIME:** 2:00 P.M.

**PLACE:** Desert Resort Management, 73-550 Alessandro, Palm Desert

**PRESENT (6):**

Larry Sutter, President  
Larry Abbott, Vice President  
Ron Doll, Secretary (via teleconference)  
Chuck Henderson, Treasurer (via teleconference)  
Alison Delf, Director (via teleconference)  
Janet Davidson Plat, Director

**ABSENT (1)**

Mitch Grossman, Director

**ALSO PRESENT:**

Sharron Badham, Nancy Parkinson, and Fred McLean, representing Desert Resort Management

**CALL TO ORDER**

Upon due notice given and received, Larry Sutter, President, verified that a quorum was present and called the meeting to order at 2:00 P.M.

**OPEN FORUM**

No homeowners requested permission to address the Board.

**MINUTES**

The Minutes of the May 27, 2008 Board of Directors Meeting were reviewed.

**M/S/C** *Upon a motion made and seconded, the Board resolved to approve the Minutes of the May 27, 2008 Board of Directors as presented. Motion carried.*

**FINANCIAL REPORT**

The Board reviewed the September Financial Statement.

**M/S/C** *Upon a motion made and seconded, the Board resolved to approve the Financials for September 2008, subject to review and audit. Motion carried.*

In general discussion, management staff was instructed to analyze all accounts for collectability. The Board wants any bad debts incurred this year to be written off in this fiscal year.

**CONSENT AGENDA**

The Board reviewed the Consent Agenda items.

**M/S/C** *On a motion made and seconded, the Board resolved to ratify and approve the seven items noted on the Agenda. Motion carried.*

**UNFINISHED BUSINESS**

Action List Review:

1. Ironwood IX annexations - Ongoing
2. Financial Statement and Budget – Legal Fees line item has been added to the chart of accounts.

3. EQ Preparedness – Sharron Badham, Larry Sutter and Fred McLean to follow up on developing emergency preparedness information for homeowners; Security Committee to follow up on radio communication with Palm Desert emergency services;
4. Policy Manual – Planning Committee to review changes made over the summer to this document.
5. 73-284 Irontree – Homeowner has been reimbursed for gate damage to car.
6. Gate Housekeeping – New service has been started with Loungebright.
7. Gate Maintenance – Security Committee to review proposal by CS Security to maintain all security systems including transponders, cameras, gate arms, loops, and software.
8. 48-642 Palo Verde – Acknowledgement of correspondence sent to homeowner.

#### Service Order Report

Reviewed and approved to file. The Board requested a summary service report in board pack rather than the complete itemized list of service orders.

#### 2009 Operating Budget

The Board reviewed and approved the proposed 2009 Operating Budget. The complete budget package will be emailed to all Board members prior to the general mailing to homeowners.

**M/S/C** *On a motion made and seconded, the Board resolved to approve the 2009 Operating Budget and Disclosure Package. Motion carried. Sharron Badham to email 2008 package to Chuck Henderson and Alison Delf for their information.*

#### 2009 Reserve Study

Chuck Henderson reported that he had nearly completed his additions to the Reserve Study and would forward his numbers to Bob Tuvell in the next few days so that the study could be finalized and mailed out with the budget packet to all owners.

#### Governing Documents Study

Janet Plat reported that she was receiving generally positive reception from the HOA presidents regarding the creation of uniform governing documents, with the ability to include items unique to individual associations, for all interested Ironwood associations. These documents would include CC&Rs, Bylaws and Rules & Regulations.

### **NEW BUSINESS**

#### DRM Contract

The Board reviewed and approved the amended DRM management contract with corrections.

**M/S/C** *On a motion made and seconded, the Board resolved to approve the restated DRM contract with the understanding that the Exhibit A - Extra Charges will be thoroughly reviewed prior to the next renewal. Exhibit B – Manager Job Description will be included in the contract. Motion carried.*

#### Boyd Contract Addendum

The Board reviewed the addendum to the Boyd contract, which added pay increases to security personnel. The contract and addendum will be continued to the November agenda so that Janet Plat can review the original contract.

#### Assessment Reimbursement Policy

The Board discussed the elements of a policy being formulated to facilitate the reimbursement of ICA assessments paid by local HOAs on behalf of owners who are delinquent in their payments. Larry Sutter, Sharron Badham and Sean Mills will work on the wording and present it to the Board.

### Nominating Committee

In general discussion the Board appointed Larry Abbott to chair the 2009 Nominating Committee. The terms of Larry Sutter and Alison Delf expire in 2009.

**M/S/C**        *On a motion made and seconded, the Board resolved to appoint Larry Abbott to serve as Chairman of the Nominating Committee for the 2009 Board election. Motion carried.*

### ICA Annual Calendar

The Board reviewed the draft of an annual calendar and will continue correcting and adding to it to create a comprehensive guide for annual association obligations and events.

### ICA Collection Policy

The Board reviewed the policy, amended to permit the ICA to disconnect cable TV service under certain circumstances and to deactivate gate transponders when an owner is more than thirty days past due in regular and special assessment payments. In general discussion, the Board asked management to be sure that the timing of actions under the policy coincides with California Civil Code and the local HOA collection policies.

**M/S/C**        *On a motion made and seconded, the Board resolved to approve the amended Collection Policy for mailing with the 2009 budget. Motion carried.*

## **OTHER BUSINESS**

### Community Council

The Board discussed the agenda and speakers for the November 17, 2008 Community Council meeting.

### Virginia Graeme Baker Safety Act

Nancy Parkinson reported that the local HOAs were reviewing the requirements of the new Federal law and obtaining bids to retrofit the pools and spas to comply with the new safety regulations. The associations are also researching liability insurance carriers regarding exposure in the event that all pools are not retrofitted by the December 19, 2008 compliance deadline.

## **CORRESPONDENCE**

The correspondence was reviewed and accepted to file.

## **COMMITTEE REPORTS**

### Committee Roster

The Board reviewed and made corrections to the draft committee roster. The manager was instructed to contact the committee chairs to update their committee member lists.

### Streets

Striping and traffic control are still being researched. Sharron Badham will be the primary contact on these items.

### Security

Fred McLean reported that the transponder reset program is 95% complete. He has eliminated 235 transponders from the system and has deactivated over 1,500 swipe cards. In general discussion about the Speed Minders, McLean said that the units are not functioning. The consensus of the Board was not to send them in for further repairs since they are not durable or

reliable enough for continued use. He is also working with CS Security to research a transponder system to replace the system installed by Sundoor.

**DATE OF NEXT MEETING**

The next Board meeting will be held on Monday November 17, 2008 at 1:00 P.M. in the Valley View Room of the clubhouse.

**ADJOURNMENT**

There being no further business to bring before the Board, the meeting was adjourned at 4:00 pm.

Respectfully submitted,

---

Ron Doll, Secretary  
Ironwood Master Maintenance Association  
As recorded by Sharron Badham, PCAM, CCAM®  
Community Association Manager  
Desert Resort Management