

**Royal Golf Club Condominium Association**

**Meeting Minutes March 10, 2018**

**1. Welcome**

President Gaston Mendez called the meeting to order.

**2. Designation of President to Lead the Assembly**

David Lewis was designated to preside over the meeting.

**3. Designation of Secretary of the Assembly**

Janey McLean was designated as Secretary for the meeting.

**4. Designation of Two Examiners**

Jane Seeley and Frank Diesveld were approved as examiners/counters for the meeting.

**5. Attendances and Statement of Legal Quorum**

A legal quorum of 28.23% was confirmed on the second call at 9:45 a.m.

**6. Approval of the 2017 General Assembly Meeting Minutes**

David Lewis asked if anyone wanted to have the 2017 meeting minutes read, and then made a motion to approve the 2017 minutes, Don Geisler seconded the motion, and the motion passed.

**7. President's Report**

Gaston Mendez, President reviewed the report which was presented as written, and was attached to the Agenda.

Discussion ensued regarding investigating the electricity charges for our common area lighting. Suggestion was made to form a committee to investigate the matter further.

Dennis Reynolds made a motion to approve the President's Report, Frank Diesveld seconded the motion, and the motion passed.

**8. Treasurer's Report**

Nicole Geisler, Treasurer reviewed the report which was presented as written, and was attached to the agenda.

Discussion ensued regarding the increased costs for CEA and CFE. Also discussed were the high fees for CI Banco. These fees include monthly fees and fees paid each time a check is written. It was discussed that perhaps a different type of account could be opened to lower the fees. Alfonso Aquiler offered to assist with the investigation.

Lynn Lewis made a motion to approve the Treasurer's Report, Alfonso Aguiler seconded the motion, and the motion passed.

## 9. Budget 2018

Gail Diesveld reviewed the following items:

1. Royal Employees: have received a 100 peso per week raise, which brings their weekly salary to 1,300 pesos. They have not received a raise in four years.
2. The accounting and legal fees have increased due to the lawsuit with Amigo's Trust.
3. Gaston used his truck for maintenance and also some of his workers. If he does not remain as President the fees for maintenance will rise.
4. Security/Cyberco fees are up because we now need more of their services, which we were not paying last year.
5. Garbage, Electricity and Water: These are fixed costs and there is nothing we can do to change these fees.
6. CFE: Alfonso Aquiler discussed investigating the fees to see if they can be reduced or eliminated.
7. Administration Fees: Guillermo Ortega is the administrator and his monthly fee is \$9280 pesos per month. There is also a \$2900 monthly peso fee for the person in his office that has the legal authority to sign and submit monthly reports required by law. These fees include IVA. Guillermo pays the four Royal employees, and also oversees their work on site, and owner complaints. He acts as an Administrative Manager. The President, Dennis Reynolds, Carlos Arias, and Gail Diesveld have check signing authority. Two signatures are required.
8. Discussion ensued as to if the Royal truck should be insured.
9. The Royal employs three guards and one gardener. The guards have agreed to help with gardening as needed. The guards work 12 hour shift. One is from 7:00 a.m. to 7:00 p.m. and the other is 7:00 p.m. to 7:00 a.m. Janey asked if their guard station had air conditioning, and it was confirmed that yes, they have air conditioning.
10. CEA water is up 60% from 2017. Electricity is up 52% from 2017, and garbage is up 18.7% from 2017.

11. The morosos (back dues) total 5,400,000 pesos. 27 owners owe 4,287,000 pesos. 24 lots are involved in a Master Trust with Bancomer. The chance of collecting these back dues will take many years and will happen when the lots are sold.
12. Discussion of collecting morosos ensued. The new board will need to develop an aggressive plan to start collecting morosos. It was suggested that a sign be posted at the guard gate with the names of those who owe back dues.
13. Jane Seeley made a motion to form a committee to investigate ways to collect morosos. Ron Young seconded the motion, and it passed.
14. The option of a special assessment equaling two months HOA dues vs. raising the dues 6% was discussed. The 6% increase was adopted and voted in.
15. Greg Murphy made the motion to approve the 2018 Budget, Lynn Lewis seconded the motion, and it passed.

#### **10. Vigilance Committee Report**

Dennis Reynolds reviewed the report which was presented as written and attached to the Agenda.

Janey McLean suggested that installing speed bumps were lower our property value and we would look like the Country Club. It was agreed that owners cannot police speeders.

Cheryl Pourroy made a motion to approve the Vigilance Report, Frank Diesveld seconded the motion, and it passed.

#### **11. Election of New Board Members**

The following board positions were approved:

Ron Young agreed to serve one more term as Vice President.

David Lewis agreed to serve one more term as Secretary.

Nicole Geisler agreed to serve one more term as Treasurer.

Antonio Barboza has agreed to serve as Vocal and follow up on the issue of back dues.

Dennis Reynolds agreed to serve one more term as President of the Vigilance Committee.

Janey McLean agreed to serve as Secretary of the Vigilance Committee.

Ken Kingsley agreed to serve as Vocal on the Vigilance Committee.

Alfonso Aguiler agreed to serve as Vocal on the Vigilance Committee.

Gaston Mendez nominated his wife on the Architecture Committee, and Alfonso Aguilier, and Maria Dolores agreed to serve on the Architecture Committee.

#### **12. Ratify or Grant Powers to the President of the Association**

The President can sign documents on behalf of the Association. The decisions are with board approval.

Gail Diesveld made a motion to approve granting these powers, Janey McLean seconded the motion, and the motion passed.

#### **13. Ratify or Designate Administrator of the Association**

Guillermo Ortega was designated as the Administrative Manager

Gail Diesveld made a motion to approve the designation, Janey McLean seconded the motion, and the motion passed.

#### **14. Proposal to Raise Homeowner Fees**

Gail Diesveld reviewed the issue, and a discussion ensued as to the possibility of filing liens against owners who have back dues. David Peralta said that a lawsuit must be filed but, the main problem is locating the owners to serve them.

Frank Diesveld made a motion to approve raising the homeowner dues, Janey McLean seconded the motion, and the motion passed.

#### **15. General Business**

Janey McLean suggested the idea of building a dry storage area where owners could store their boats and other toys in order to keep so many boats out of front yards. It was noted that the bylaws state boats can be stored on the sides of properties as long as they follow the proper setback. Guillermo noted that there is responsibility with having a dry storage area and insurance would be required.

#### **16. Appointment of Special Representative to Formalize Meeting**

David Peralta was nominated to take the meeting minutes to the Notario in order to formalize the meeting.

Gail Diesveld made a motion to approve the appointment, Nicole Geisler seconded the motion, and the motion passed.

### **17. Adjourn of General Assembly Meeting**

Frank Diesveld made a motion to adjourn the meeting, Don Geisler seconded the motion, and the motion passed.