

**ROYAL PALM RANCH HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING – OPEN SESSION MINUTES  
January 7, 2019**

1

**MEMBERS PRESENT**

Tambra Williams – President  
Donna Oates – Vice President  
Paul Quiray – Treasurer

**MEMBERS ABSENT**

Sam Contreras – Member at Large

**ALSO PRESENT**

Dan Saldana  
Homeowners

Haven Management LLC  
Per sign in sheet

**I. CALL TO ORDER**

1. Tambra Williams, Board President, called the open session meeting of the Royal Palm Ranch Homeowners Association to order at 6:00p.m.

**II. HOMEOWNER FORUM**

1. The floor was open to homeowners at this time.

**III. APPROVAL OF MINUTES**

1. A motion was made by Tambra Williams and seconded by Donna Oates to approve the minutes of November 5, 2018 as submitted. The motion passed 3-0-0.

**IV. LIEN ACCOUNTS**

1. There are no lots to lien at this time.

**V. FINANCIAL**

1. A motion was made by Tambra Williams and seconded by Donna Oates to approve the financial Statements of November 30, 2018 and October 31, 2018. The motion passed 3-0-0.

**VI. OLD BUSINESS**

1. There is no old business to review at this time.

**VII. NEW BUSINESS**

1. **Work Order Track Report** – The board reviewed and no action was required.
2. **Palm Tree Trimming** – A motion was made by Donna Oates and seconded by Paul Quiray to approve the proposal from Tree Pros, Inc. to trim the Palm Trees throughout the association at a cost of \$480.00. The motion passed 3-0-0.
3. A motion was made by Tambra Williams and seconded by Donna Oates to place on the next agenda raising the late fee to the 10% as allowed under the civil code. The motion passed 3-0-0

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**VIII. CORRESPONDENCE**

1. There is no correspondence to review at this time.

**IX. EXECUTIVE SESSIONS** – Matters discussed in Executive Session: owner compliance issues and delinquent accounts.

**X. ADJOURNMENT**

1. A motion was made by Tambra Williams and seconded by Donna Oates to adjourn the meeting at 6:30p.m. The motion passed 3-0-0.

ATTESTED TO: \_\_\_\_\_

DATE: \_\_\_\_\_

Respectfully submitted by Haven Management LLC.