



*Pulu Amsic Clubhouse, 2nd Floor Conference Room
Pulu Amsic Subdivision, Angeles City, Pampanga 2009
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**PALA Board of Directors Minutes of Monthly Meeting
Date: November 8, 2023**

1. Call to order by President Rommel at 9:17 am. All participants welcomed.
2. Roll call of the officers at 9:20 am and attendance taken by Secretary. See results below.

Board members

Rommel Bundalian	President
Mary Pamintuan	Vice President
Roselle Breckenridge	Treasurer
Emelita Espanol	Secretary
Asuncion Nucom	Auditor
Marybel Hammer	Member
Rodrigo Cruz	Member (absent)

Others members:

Je-Ann Matias	Admin Secretary
Brian Craven	Village Captain & Grievance Committee
Guy Breckenridge	Finance Committee
Michael Borchardt	Construction and Pool Committee
Ken McCown	Peace In Order Committee (absent)
Bill Wall	Maintenance Committee (absent)

3. Quorum - President Rommel confirms presence of a quorum.
4. Approval of minutes - The President Rommel called for a vote to approve the prior meeting's minutes. Motion seconded by Treasurer Roselle. All present board members concurred.
5. Financial report - The Treasurer Roselle presented the cash flow report for October and discussed some of the particulars. The cash flow report is attached at the end of these minutes.
6. The meeting was then opened up to the report from the Village Captain. Village Captain Brian lead the discussion on the following old and new items:

Old Business Matters

- a) Board Resolution 2023-004: Use of Vacant Lots. The board resolution has been printed and is being distributed to the unauthorized users of the vacant properties. Without written authorization from the rightful property owners, the properties will be cleared and cleaned. Any further unauthorized use of the properties will be treated as trespassing.
- b) Maintenance Equipment: Purchase of a chipper shedder has been authorized and the Treasurer has issued the check. We are just waiting for the delivery.
- c) Replacement of Pool Filters: The board has already approved the purchase of the sand filter. Delivery expected on Monday, 13 November.
- d) The Adopt-a-Speed Bump program was approved by all board members present. Program particulars will be sent out in a blast mail.

e) HOA Software: Delay of HOA rollout due to complexity of data entry. Programmers are working to complete it. Board is still requesting a demo version that will mirror the program as will be seen by a typical lot owner. Hopefully, we will be able to use the system for the December invoices.

f) Subdivision I.D. Program: Board members, their families, and Committee members to get IDs, via the new system, in December to test the system. IDs for all others to be available starting January 2, 2024.

g) Feral cat situation: Board agreed that a follow-up letter to be sent to the city vet and a demand for the return of the confiscated traps. The board will hire and retain an attorney to assist in the event that a legal complaint must be filed to stop the feeding in the common areas.

h) Solar Streetlights Test: Six streetlights are currently installed and being tested. Four are installed in Phase 1 and the remaining 2 lights are installed at the clubhouse driveway. For installation, the recommendation is to use 1,500 watts LED and mount them at a height of 5 to 6 meters. Next phase of testing will install two large streetlights at the main gate.

New Business Matters

a) Clubhouse Internet Connection: Due to complexity of changing over the internet to a corporate account, the board recommended that the account remain in the name of Brian Craven. He agreed. However, since the two-year contract has long expired, we will apply for a new, higher bandwidth connection for the same monthly price.

b) Approval of Strategic Plan 2024: The plan was presented and reviewed by the board. A motion was made to add a security enhancements section to the strategic plan. This section will include the addition of cameras at main gate and along the perimeter walls. Village captain to update.

c) 2024 Budget Plan: The board was presented with a summary of budget expenses for January thru September. Based on those numbers, the proposed budget for CY2024 is 9M PHP. The Board and finance committee are asked to approve this budget and to consider whether the existing rate of collections will cover the anticipated expenses. Otherwise, adjustments should be considered.

d) Director Rodrigo Cruz Board Status: The board reached out to Mr. Cruz, with no response. He has failed to attend four (4) board meetings in a row or participate in any PALA activity. This issue was discussed at length. The board voted to remove Mr. Rodrigo Cruz from his directorship. The board then voted to keep his director position vacant until the May 2024 AGM. A letter was sent to Mr. Cruz to inform him of the board's decision and to express our gratitude for his past service.

e) Ownership of the Common Areas: The Board President to schedule a meeting with the subdivision developers to make a second demand for payment of association dues (>P300,000) and to discuss the ownership of the common areas. There are significant works/repairs needed at the swimming pool and clubhouse which should be paid by the owning entity. Additionally, the property taxes also need to be paid. Still need determination of who owns those common areas.

f) Non-Single Family Homes: There are several single family houses being leased to multiple families in violation of the bylaws which stipulate that all residences should be single family homes. The board is waiting for legal advice and direction from the upcoming DHSUD training as to what courses of action to stop this practice within our subdivision.

g) DHSUD Training: The board is still patiently waiting for a schedule for the DHUSD training. A follow-up visit to the DHSUB is being considered in hopes to have our request for a schedule received immediate attention.

h) PALA Attorney: The board is still in need of an experienced corporate attorney. Referrals are encouraged. Village Captain Brian has sent contact details for Joan Quiambou.

7. Walk-ins:

- **PALA Vehicle Stickers:** The Board reviewed the sticker design and approved it. The Board wants the stickers to be the size as the stickers used in CY2023. With regards to the cost, the board agreed on the following sticker prices. For residents, the cost for the first two cars will be **200** pesos each. For 3rd car **300** pesos, and for 4th to 8th stickers the price will be **500** pesos each. The price for a visitor sticker will be **500** pesos, while a contractor's sticker will be **2,000** pesos. At the time the sticker is purchased, the owner will be instructed where to mount the sticker on the windshield. If the sticker is not placed in the designated location on the windshield, it will be considered void.
 - **The Monkey House:** The property owners attended the board meeting and apologized on behalf of their residents. They informed the board that they have walked through their property and are convinced that there are no longer any monkeys on the property. They also acknowledge the fine of P25k and are attempting to collect the funds from their renters.
 - **Barking Dogs:** A concerned resident complained to the Board with regards to dogs being kept at Block 8, Lot 7. He informed the board that the dogs are always barking day and night. He tried to talk to the owner of the lot, but the homeowner told him to "get earplugs or leave the country". This same property homeowner has already been given two violation letters. The Board has agreed to set a meeting with all parties to resolve this issue.
 - The issue of the maintenance worker's schedule was brought up. The pool attendant is getting 4 hours of overtime every day when the pool cleaning is only accomplished during the first 2-3 hours of his shift. There is a recommendation to stagger the hours of one of the other maintenance workers to cover the later pool hours to avoid paying overtime every day.
 - The board brought up the issue of the speed bump deterioration in front of the house of Olive. This is the irregular sized speed bump that she installed and now it is falling apart. Board agreed to have the speed bump demolished and removed before it deteriorates any further and damages a vehicle passing over it. A new, proper, speed bump to be installed by the subdivision.
 - **Christmas decorations:** Vice President Mary made a request for decorations to be installed in the subdivision. The existing stored Christmas decorations/lanterns are defective and would require new bulbs and wiring to make them functional. The cost would be 2-3k php/light. The board rejected the repair of those lights and instead will consider the purchase of new lanterns. The cost is estimated to be 7k/lantern so the minimum cost for 5 lights is P35,000.
8. Meeting Adjournment. President Rommel made a motion to close the meeting at 12:10 pm. There were no objections.

The Next board meeting is scheduled for Wednesday, 6 December 2023 at 09:00 AM. The location will once again be the PALA Clubhouse Office.

Emelita J. Espanol (Emily).

PALA Corporate Secretary
November 8, 2023