



*Pulu Amsic Clubhouse, 2nd Floor Conference Room  
Pulu Amsic Subdivision, Angeles City, Pampanga 2009*

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## **OCTOBER 2024 BOARD OF DIRECTORS MINUTES OF THE MEETING: October 2, 2024, at 9 am.**

1. **Call to order** – Meeting starts. Welcome all the board and committee members by:  
President Rommel and The time is 9:15 am
2. **Roll call** – The board secretary takes a roll. The board secretary takes a roll call By Sec. Emily and takes a roll call written and announced who attended the meeting.

### **BOARD MEMBERS PRESENT AS FOLLOW :**

1. Rommel Bundalian - President
2. Mary Pamintuan - Vice President
3. Emelita Espanol - Secretary
4. Liezl Lames - Treasurer
5. Asuncion Nucom - Auditor ( Absent )

### **OTHER IN ATTENDANCE :**

6. Brian Craven - The Village Manager
7. Je-Ann Matias. - Admin Secretary Office
8. Mr. Guy & Roselle - Finance Committee
9. Stacey Michelin - GPO Members

3. **Quorum** – There was a quorum and is verified present.
4. **Approval of minutes** – The board chair called for a vote to approve the prior month's minutes. The President Rommel calls for a vote, second by Mary Pamintuan and approved. All board Approved.
5. **Financial report** – The Treasurer Liezl reviewed the budget and discusses any notable or extraordinary expenditures, including the full cost of the heavy duty shedder. The Finance Committee distributed the financial report / cash flow statement for September 2024 and led the review of it. For the month, we recorded a net sure plus of
  - \* PHP 425,106.30
  - \* Total Collection are PHP 532,792.00
  - \* Total expense are PHP 957,898.30
  - \* Constructions bond PHP ( nothing )
  - \* Total office expenses PHP 29,209.00
  - \* Tools. & Equipment PHP 280,780.00
  - \* Ending actual Bank balance as of September 30, 2024 is PHP 8,347,249.00

## **6. Committee reports -**

1. Maintenance - We need head of maintenance to be hired. To start approximately November 1st. Maintenance workers, we have only 6 staff. Will hire an additional person for maintenance. Additional equipment is needed. A grass cutter lawnmower blades, blower and chainsaw. Maintenance crew has been how to properly use the shredder machine. This has resulted in faster cleanup of palms and a large tree that has knocked down by high winds. Every Friday maintenance crews will be on palms cleanup and shedding throughout the subdivision.
2. Construction - One construction site was shut down be of easement violations.

3. GPO committees report to include security company on their activities followed by the report Report by: Stacey Michelon  
Concern about security guards on their cell phone and not focusing on their job. This will change. Still working to improve all aspects of security, including phone calls to homeowners for visitors, speeding and noise.

4. Village Captain - Report of office and over all subdivision activities, projects and problems. President Rommel had a meeting with all subdivision using the boulevard. The meeting opened up discussion between all 4 subdivisions. Basically agreed to help with the costs of maintenance of the boulevard. Putting up the Pulu Amsic sign, lighting of boulevard and possible replacement speed bumps.

## **7. Old business**

7.a. Need enforcement actions to deal with violators of single-family home bylaw. One house is still being used as apprentice housing with residents moving in and out every 6 months. Board started with 4 homeowners or renters have been invited to meet the board. More to follow.

7.b. Paperwork for opening a ChinaBank account has been completed. Need timing and to identify any further actions needed to begin use of new account.

7.c. Perimeter wall tree trimming request paperwork was filed and approved. Barangay Amsic has not started yet, Mary Pamintuan - Vice President will be contacting them. To include trash pickup.

7.d. Still need action to address the illegal cat feeding within the subdivision and the return of the traps confiscated by the City Vet. Have received numerous complaints from the residents. Security is starting to improve compliance, along with maintenance crew cleaning up any feed they see on common areas.

7.e. Flooding in Phase 1 still occurring. Saw horses have been build using leftover metal and will be placed near the area that floods. Security guards will place them during times of moderate to heavy rain-fall.

## **8. New business**

8.a. Official opening of the playground with all portable basketball equipment has been removed from all common areas. Officially open our new full basketball court and playground equipment was completed August 30, 2024.

8.b. Official submission of the new bylaws by our attorneys to the DHSUD is completed. We are waiting approval stamp from DHSUD to begin full implementation.

8.c. Gate design for the tower and clubhouse kitchen have been completed. We have broken up the construction process and the IT part into two scope of work for each. Second redesign of main gate with additional changes coming.

8.d. Some homeowner are complaining about the late fee and penalties in the bylaws. Also voiced concerns that they have to pay the monthly dues before the 7th of each month.

8.e. Letters have been sent out to advise homes who have their trash can on vacant lots to properly store them on their property. Any trash can found on vacant lots will be removed.

**9. Action items –**

1. PALA Attorney reviewing legal documents and process for developer to complete formal turnover. Demand letter has been sent for the overdue payment of HOA dues for the 6 remaining lots they retain.

10. **OPEN FORUM:** Approximately 11:00 am. Homeowners open ( No Discussion ).

No visitors this month.

11. **Adjournment** – The board meeting was officially Adjourned at 11:00 am

Emelita J. Espanol (Emily )  
PALA Corporate Secretary

PULU AMSIC LOT OWNERS ASSOCIATION			
CASH FLOW STATEMENT			
September 2024			
<b>COLLECTIONS (SEPT. 01-28 2024) :</b>			
MONTHLY DUES	281,301.00		
Advance Payment Monthly dues	196,105.00		
Sticker	4,500.00		
Subdivision I.D	600.00		
Boulevard Shared Maintenance( Plantation Hills)	28,000.00		
unknown deposit	22,286.00		
<b>TOTAL COLLECTIONS</b>		<b>₱ 532,792.00</b>	
<b>Less : EXPENSES</b>			
Electricity Bill (Sept. 2024)	68,923.39		
Water Bill (Aug. 2024)	7,580.70		
Garbage Payment (Aug. 2024)	20,000.00		
Perimeter Wall Tree Trimming ( initial payment)	50,000.00		
OFFICE Expenses ( see itemized disbursement )	29,209.00		
REPAIR & MAINTENANCE - MACHINERY EQUIPMENT-( see itemized disbursement)	17,495.00		
REPAIR & MAINTENANCE - SWIMMINGPOOL ( chlorine)	24,800.00		
SALARIES - MAINTENANCE (Sept. 2024)	73,965.28		
SALARIES - ADMIN (Sept. 2024)	24,030.00		
PAG-IBIG FUND Contributions (Aug. 2024)	2,410.00		
PHILHEALTH Contributions (Aug. 2024)	3,935.55		
SSS CONTRIBUTION (Aug. 2024)	9,170.00		
SSS LOAN PAYABLE (Aug. 2024)	2,099.38		
RETAINERS FEE - L.A DE JESUS & ASSOCIATES (Aug. 2024)	2,000.00		
TRANSPORTATION EXPENSE L.a De Jesus (Aug. 2024)	200.00		
Legal Retainers Fee - Villanueva Tiansay Darvin Law Office (Aug. 2024- Sept. 2024)	24,000.00		
SECURITY SERVICE PAYMENT			
Aug. 16- 31 2024 (King Taurus) P 157,750.00			
Sept. 01-15, 2024 (King Taurus) P 158,000.00	315,750.00		
TOOLS & EQUIPMENT - ( see itemized disbursement )	280,780.00		
TRANSPORTATION EXPENSE	1,550.00		
TOTAL EXPENSE		<b>₱ 957,898.30</b>	
<b>Net Surplus</b>			<b>(425,106.30)</b>
Actual Bank Balance As of Aug. 28 ,2024		<b>₱ 8,771,999.47</b>	
Add : Sept . 2024 Actual statement (Net Surplus)		<b>-₱ 425,106.30</b>	
Add. Bank Interest Gain As of Sept. 25 2024		<b>₱ 355.83</b>	
		<b>₱ 8,347,249.00</b>	
<b>Note:</b>			
Actual Bank balances as of Sept. 27, 2024			
Construction Bond as of Aug.31,2024 BDO Account #005738010269	<b>919,723.53</b>		

PULU - AMSIC LOT- OWNERS ASSOCIATION INC. ( PALA )		
ITEMIZED DISBURSEMENTS		
FOR THE MONTH OF August 2024		
Office Expenses		
ice, coffee cups	265.00	
sugar and creamer	171.00	
snacks for ribbon cutting(donuts,juices,coffee,tea,bottled water)	7,173.00	
office load	352.00	
rubber stamp	158.00	
office water refill	90.00	
palm leaves Hauling	21,000.00	
Total	29,209.00	
Gas and Diesel		
gas	7,000.00	
diesel	6,000.00	
Hydrolic oil for Shredding Machine	3,335.00	
Delo Gold Oil for Shredding Machine	1,160.00	
	17,495.00	
Tools & Equipment		
nylon	3,500.00	
grass cutter lining	2,400.00	
tire and tube kobota	950.00	
alambre	200.00	
plow bolt	200.00	
tire vulcanizing	150.00	
Shredding Machine, delivery& customs fee	236,880.00	
grass cutter,blower,trimmer,rake	36,500.00	
Total	280,780.00	