



**BOARD OF DIRECTORS  
SAN DIEGO COUNTRY ESTATES ASSOCIATION  
OPEN SESSION  
JANUARY 28, 2025**

Directors Present:

Jeff Wells, President  
Vanessa Jerrell, Vice President  
Kathleen Kankelberg, Secretary  
John Rajcic, Director

Directors Not Present:

Jacqueline Sedler, Treasurer

Staff Present:

Pete Smith, Interim General Manager  
Joshua Jones, Assistant General Manager  
Juli Elliott, Director of Financial Operations  
Nim Miranda, Executive Assistant

The meeting was called to order at 7:03 pm by Jeff Wells.

**1. PRESIDENT'S REPORT**

Jeff Wells reported on the executive session before the open meeting. Discussion items were 1) approval of December 17 executive session minutes, 2) personnel matters, 3) homeowner hearings (2).

**2. GENERAL MANAGER'S REPORT**

Pete Smith expressed his appreciation to staff and board members and encouraged members to treat staff respectfully. Members were also encouraged to be respectful in the upcoming Board of Director election.

**3. OPEN FORUM**

Owners commented on the following:

- CRD concern
- Appreciation of staff

**4. APPROVAL OF DECEMBER 17, 2024 BOARD MEETING MINUTES**

A motion was made by Kathleen Kankelberg and seconded by John Rajcic to approve the December 17, 2024 board meeting minutes. Ayes: 4. Not present: Jacqueline Sedler. The motion carried.

**5. RESERVE/CAPITAL/OPERATIONS PURCHASES (none)**

**6. ASSISTANT GENERAL MANAGER'S REPORT**

Josh Jones provided an update on major projects currently in progress throughout the Association.

## **7. REPORT ON DECEMBER 2024 FINANCIALS**

Director of Financial Operations provided a summary of the December 2024 financials.

## **8. CONSENT CALENDAR**

A motion was made by John Rajcic and seconded by Kathleen Kankelberg to approve the consent calendar as presented. Ayes: 4. Not present: Jacqueline Sedler. The motion carried. The following items were approved:

- A. Preliminary financials for December 2024
- B. Ratification by the sub-committee of all check registers, general ledger, delinquent receivables report, current reconciliations of all bank accounts, bank statements prepared by financial institutions, and income and expense statements for the operating and reserve accounts for December 2024
- C. Transferring of funds to the SDCEA Enterprise Bank Operating account from the ATM account for January 2025
- D. Transferring of funds to the Enterprise Bank Reserve account from the SDCEA Operating account for February 2025
- E. Transferring of funds to the Enterprise Bank Capital account from the SDCEA Operating Account for February 2025
- F. Transferring funds to the Reserve Account to pay back loan – January 2025
- G. Jumps and Poles for IEC and CTWC

## **9. APPROVAL OF BALLOT ORDER AND ELECTION PACKET (FORMAL CONSIDERATION)**

A motion was made by John Rajcic and seconded by Vanessa Jerrell to approve the election packet and ballot order done by random draw as follows: Carl Highley, Lisa Blackburn, Roger Rajcic, Richard Drewery, Deanne Markle, Jodie Taylor, Tim Buzbee, John Massery, Melanie Perry. Ayes: 4. Not present: Jacqueline Sedler. The motion carried.

## **10. APPROVAL OF LIENS FOR NON-PAYMENT OF ASSESSMENTS (FORMAL CONSIDERATION)**

A motion was made by Vanessa Jerrell and seconded by Kathleen Kankelberg to approve the resolution to file three (3) liens for unpaid Association assessments. Ayes: 4. Not present: Jacqueline Sedler. The motion carried.

The meeting was adjourned at 8 pm.

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Kathleen Kankelberg, Secretary