

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, JANUARY 26, 2017 AT 1:00 P.M.
LOCATION: PRIVATE CLUBHOUSE
55955 PGA BOULEVARD LA QUINTA, CA 92253**

MINUTES

BOARD MEMBERS PRESENT (4)

Deborah Brill, President
Barbara Larsh, Vice President
Jennifer Jenkins, Secretary/Treasurer
Chuck Eckman, Director

BOARD MEMBERS ABSENT (1)

John Cochrane, Director

ALSO PRESENT:

The Management Trust, Desert Division

John Beaman, VP Resort Communities – Exited at 1:40 P.M.
Cassie Gertz, General Manager
Michelle Reese, Administrative Assistant

- I. CALL TO ORDER – After establishing a quorum was present, President Deborah Brill called the meeting to order at 1:15 P.M.
- II. OPEN FORUM – Open Forum was conducted and eight homeowners were present.
- III. MINUTES
 - A. Motion m/s/c to approve the Regular Session meeting minutes dated December 15, 2016 as presented.
 - B. Motion m/s/c to approve the Special Regular Session meeting minutes dated January 12, 2017 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of December 2016 Financials – Motion m/s/c to accept the December 2016 financial report as submitted.
 - B. Merrill Lynch Investment Recommendations –
 - Reserve: Motion m/s/c to purchase a CD for \$200,000 for a term of 24-months from Liquid Funds, a CD in the amount of \$200,000 for a term of 30-months after CD matures on January 27, 2017, and a CD in the amount of \$200,000 for a term of 36-months after CD matures on January 30, 2017.
- V. MANAGEMENT REPORT
 - A. Action List – Information only.
 - B. Work Order Report – Cassie Gertz presented the work order report for December 2016.
 - C. Monthly Calendar – The Board reviewed the information.
- VI. COMMITTEE REPORTS
 - A. Architectural Review Committee – Minutes, December 5, 2016 – Motion m/s/c to accept the Architectural Committee meeting minutes dated December 5, 2016 as presented.
 - B. Short Term Rental *ad hoc* Committee - Minutes, November 14, 2016 – Motion m/s/c to accept the Short Term Rental *ad hoc* Committee minutes dated November 14, 2016 as presented.
 - C. Short Term Rental *ad hoc* Committee Minutes, December 9, 2016 – Motion m/s/c to accept the Short Term Rental *ad hoc* Committee meeting minutes dated December 9, 2016.

VII. UNFINISHED BUSINESS

- A. Governing Documents Restatement Ballot Tabulation – Report from the Inspector of Elections: The Association has attained 492 valid quorum envelopes/ballots, however, not all SBAs within PGA WEST Fairways have attained quorum. The Inspector of Election determined to extend the voting period until February 23, 2017 at 1:00 P.M. at the previously noticed location (Private Clubhouse). The Board announced this information during the meeting.
- B. Select Paint Manufacturer, Review Proposals – Motion m/s/c to accept the proposal from Vista Paint for the painting of the exterior homes for Heritage, La Cala, Legends, and Spanish Bay SBA pending an assessment by Management of the material weight comparison to the Dunn Edwards product.

VIII. NEW BUSINESS

- A. 2017 Annual Membership Meeting
- Set Record Date – Motion m/s/c to set the Owners of Record date as of February 1, 2017 for the 2017 Annual Membership Meeting.
 - Appoint Inspector of Elections – Motion m/s/c to appoint Dick Mills as Inspector of Elections for the 2017 Annual Membership Meeting.
 - Approve Mailer Materials – Motion m/s/c to approve the Annual Membership Meeting mailer materials as submitted. The Board directed Management to send the mailer.
- B. Approve Master Association Draft Combined Community Rules – Motion m/s/c to disapprove the Master Association Draft Combined Community Rules. The Board directed Management to include additional rules relative to Short-Term Rentals occupancy and parking. Management will revise the document and present to the Board at its next meeting.
- C. Ratify Replacement of Hermitage Pool Heater – Motion m/s/c to ratify the approval of the proposal as submitted by Pristine Pools to replace the Hermitage pool heater for \$3,200.00.
- D. Toll Brothers SBA – Landscape Maintenance Schedule – Dick Mills, Toll Brothers SBA Delegate, presented concerns from some of the Toll Brothers SBA homeowners regarding the change in the mow schedule day. The Board directed Management to request Vintage Landscape provide information on the mow schedule and how they would propose to accommodate mowing Toll Brothers SBA on Thursday instead of Monday. The Board will review the information at its next meeting.
- E. Review LMI Agreement APN 761-740-030-6 – Motion m/s/c to accept the License, Maintenance and Indemnity Agreement regarding the architectural improvement for APN 761-740-030-6.

IX. CORRESPONDENCE – The Board reviewed the correspondence. A homeowner suggested the Board upload the full Base Reserve Study onto the Fairways website. Motion m/s/c directing Management to upload the 2017 full Base Reserve Study to the website with the condition that the document be placed in the password protected area of the website.

X. NEXT MEETING DATE – 1:00 P.M., Thursday, February 23, 2017 at the Private Clubhouse.

XI. ADJOURNMENT - Motion m/s/c to adjourn the meeting at 2:45 P.M.

The Board met in Executive Session on January 26, 2017 to discuss member discipline, collections, contracts and legal matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____