

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, MARCH 23, 2017 AT 12:00 P.M.
LOCATION: TOURNAMENT CLUBHOUSE – 56150 PGA BLVD., LA QUINTA, CA 92253**

MINUTES

BOARD MEMBERS PRESENT (5)

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

ALSO PRESENT:

The Management Trust, Desert Division

Cassie Gertz, General Manager
Kari Martin-Hargett, Operations Manager
Michelle Reese, Administrative Assistant

- I. CALL TO ORDER – After establishing a quorum was present, President Deborah Brill called the meeting to order at 12:10 P.M.
- II. OPEN FORUM – Open Forum was conducted and five homeowners were present.
- III. MINUTES
 - A. February 23, 2017 – Motion m/s/c to approve the Regular Session meeting minutes dated February 23, 2017.
 - B. March 14, 2017 – Motion m/s/c to approve the Regular Session meeting minutes dated March 14, 2017.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of January 2017 Financials – Tabled until April meeting.
 - B. Acceptance and Approval of February 2017 Financials – Tabled until April meeting.
 - C. Merrill Lynch Investment Recommendations – The Board directed Management to request interest rates for recommended CDs and clarification on recommended time frames.
 - Reserve: Motion m/s/c to purchase a CD for \$200,000 for a term of 24-months after CD matures on March 24, 2017. Other recommendations were tables until the April meeting for more information.
- V. MANAGEMENT REPORT
 - A. Action List – The Board reviewed the agenda item and directed Management to add RFPs for street sweeping, and investments to the action list for completion over the summer months.
 - B. Work Order Report – Cassie Gertz presented the work order report for February 2017.
 - C. Monthly Calendar – The Board reviewed and discussed the information.
 - D. Queen Palm Report, Vintage Landscape – The Board reviewed the information and directed Management to include in the next newsletter.
 - E. Plant Replacement Recap, Vintage Landscape – The Board reviewed the agenda item. No further action taken.
- VI. COMMITTEE REPORTS
 - A. Architectural Review Committee Minutes, February 6, 2017 – Motion m/s/c to accept the Architectural Committee meeting minutes dated February 6, 2017 as presented.
 - B. Landscape Committee Minutes, February 6, 2017 – Motion m/s/c to accept the Landscape Committee meeting minutes dated February 6, 2017.

VII. UNFINISHED BUSINESS

- A. Governing Documents Restatement Ballot Tabulation Results – The Board reviewed the results notice directed Management to distribute to the homeowners. In addition, the Board directed Management to elaborate on the Toll Brothers SBA vote on the message sent to those homeowners.
- B. Review Tiburon SBA Queen Palm Removal Project – Motion m/s/c to approve option 1 proposal as submitted by Vintage authorizing Tree-Rite to remove 13 Queen Palms in the Tiburon SBA, not to exceed 4,500.00. The Board directed Management to begin the notification process with the Tiburon SBA homeowners that are affected.

VIII. NEW BUSINESS

- A. Ratify Summer Color Selection – Motion m/s/c to ratify the approval of the proposal for summer color as submitted by Armstrong Growers for \$11,040.50.
- B. Landscape Enhancement, Winged Foot – Phase 1 – Motion m/s/c to accept the proposal from Vintage for landscape enhancement, Winged Foot – Phase 1 not to exceed \$27,690.00
- C. Review Draft RFP, SBA Exterior Painting Projects – The Board reviewed the agenda item. Management will send the final version to the Board for review prior to sending to painting contractors.
- D. Proposal for Temporary Increase to Patrol Service (April), *Fairways* – Motion m/s/c to request the Master Association Board of Directors approve a temporary increase in patrol service for Fairways streets only from Southwest Security for the three festival weekends in April (Friday, Saturday, and Sunday; 10:00 P.M. – 5:00 A.M.) not to exceed \$2,500.00.

IX. CORRESPONDENCE – The Board reviewed the correspondence.

X. NEXT MEETING DATE – 2:30 P.M., Thursday, April 27, 2017 at the Private Clubhouse.

XI. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 1:40 P.M.

The Board met in Executive Session on March 23, 2017 to discuss member discipline, contracts and legal matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____