

**PGA WEST FAIRWAYS ASSOCIATION  
REGULAR SESSION BOARD OF DIRECTORS MEETING  
THURSDAY, APRIL 28, 2016 AT 2:30 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  
John Cochrane, Director

**BOARD MEMBERS ABSENT (1)**

Chuck Eckman, Director

**ALSO PRESENT:**

**The Management Trust, Desert Division**

John Beaman, Vice President of Resort Communities  
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 2:39 P.M.
- II. OPEN FORUM – Eleven owners were present for Open Forum. Topics included Master Association election, short-term rentals, landscaping, Queen Palm removals, address signage, and CVWD Chromium 6 Water Treatment Facility.
- III. MINUTES
  - A. Motion m/s/c to approve the Regular Session meeting minutes dated March 15, 2016 as amended.
  - B. Motion m/s/c to approve the Regular Session meeting minutes dated March 24, 2016 as presented.
- IV. FINANCIAL REPORT
  - A. Acceptance and Approval of March 2016 Financials – Motion m/s/c to accept the March 2016 financial report as presented.
  - B. Merrill Lynch Investment Recommendations – Motion m/s/c to purchase a CD in the amount of \$200,000 for a period of 24-months after CD Matures on May 16, 2016. Recommendations for the June and July CDs were tabled until the May meeting.
  - C. Ratify Year-end Financial Statements – Motion m/s/c to ratify December 31, 2015 Audited Financial Statements. Unanimous written consent approvals are attached to these minutes.
- V. NOTICE OF LIENS – Motion m/s/c to lien Account 402278 in the amount of \$1,557.80.
- VI. MANAGEMENT REPORT
  - A. Action List – Information only.
  - B. Work Order Report – Cassie Gertz presented the work order report for March 2016.
  - C. Report from Roto-Lite – Information only.
  - D. Security Report – Information only.
  - E. March 2016 Pool/Spa Chemical Testing Report – The Board reviewed the information included in the packet and directed Management to include this report as part of the Management Report.
  - F. Monthly Calendar – The Board reviewed the information.
- VII. COMMITTEE REPORTS
  - A. Architectural Review Committee – Motion m/s/c to accept the Architectural Committee meeting minutes dated March 7, 2016 as presented.
  - B. Finance Committee – Motion m/s/c to accept the Finance Committee meeting minutes dated March 8, 2016 as presented.
  - C. Landscape Committee – Motion m/s/c to accept the Landscape Committee meeting minutes dated March 7, 2016.

VIII. UNFINISHED BUSINESS –

- A. Ratify Irrigation and Mulch Retrofit Proposal, Chanticleer – Motion m/s/c to approve the proposal for the irrigation and mulch retrofit on Chanticleer in the amount of \$10,200.
- B. Tiburon Drive, Asphalt/Concrete Repair Proposals – Motion m/s/c to approve the proposal as submitted by IPS for \$3,950 to repair the gutter/asphalt on Tiburon. The Board authorized an additional \$600 to repair an area on Kingston Heath.
- C. Pool Furniture Proposals - Motion m/s/c to approve the proposal as submitted by Patio Furniture Doctors for \$10,540.68 to re-strap pool furniture, colors chosen Old Bronze-powder coat and T252-strap color.
- D. Finalize and Adopt Revised Committee Charters – Motion m/s/c to approve Architectural Committee Charter, Finance Committee Charter, Landscape Committee Charter, Ad Hoc Committee Charter, and Code of Conduct for Directors and Committee Members.

IX. NEW BUSINESS

- A. Appoint Officers to the Board of Directors –
  - a. Motion m/s/c to appoint Deborah Brill as President of the Fairways Board of Directors.
  - b. Motion m/s/c to appoint Barbara Larsh as Vice President of the Fairways Board of Directors.
  - c. Motion m/s/c to appoint Jennifer Jenkins as Secretary/Treasurer of the Fairways Board of Directors.
  - d. John Cochrane and Chuck Eckman will serve as Directors of the Fairways Board of Directors.
- B. Appoint Committee Members, Board Liasons –
  - a. Architectural Committee – Motion m/s/c to appoint Chuck Eckman as Chair, Bob Brown, Melissa Ehren, John Gruber, and Walt Lloyd as Architectural Committee members.
  - b. Finance Committee – Motion m/s/c to appoint Jennifer Jenkins as Chair, Alice Gutowicz, Mark Jenkins, Dick Mills, and Penni Sturgill as Finance Committee members.
  - c. Landscape Committee – Motion m/s/c to appoint Deborah Brill as Chair, Matthew Gutowicz, Sarah Murr, Penni Sturgill, and Donna Swanson as Landscape Committee members.
- C. Reserve Study Proposals – Motion m/s/c to approve the proposal as submitted by Association Reserves to conduct the Reserve Study for 3 years, not to exceed \$24,000.
- D. CVWD Chromium 6 Water Treatment Facility/Water Rate Increase – The Board discussed the agenda item and directed Management to draft a letter to CVWD and the City of La Quinta.
- E. Approve Execution of Dunn Edwards Rebate Agreement – The Board directed Management to research the agenda item. Tabled until May meeting.

X. Signature Development - None

XI. Monterra Development – None

XII. Correspondence – Board reviewed correspondence.

XIII. The Board Held the Toll Brothers SBA Town Hall Meeting

XIV. NEXT MEETING DATE – 2:30 P.M., Thursday, May 26, 2016 at the Private Clubhouse.

XV. ADJOURNMENT - Motion m/s/c to adjourn the meeting at 4:24 P.M.

The Board met in Executive Session on April 28, 2016 to discuss member discipline, collections, contracts, legal and personnel matters.

**ATTEST**

Board Member \_\_\_\_\_

Date \_\_\_\_\_

Printed Name, Title \_\_\_\_\_