

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, AUGUST 23, 2018 AT 1:30 P.M.
LOCATION: PRIVATE CLUBHOUSE – 55955 PGA BLVD., LA QUINTA, CA 92253**

MINUTES

BOARD MEMBERS PRESENT (4)

Deborah Brill, President
Jennifer Jenkins, Secretary/Treasurer
Chuck Eckman, Director
Ben Dobb, Director

BOARD MEMBERS ABSENT (1)

Barbara Larsh, Vice President

The Management Trust, Desert Division

John Beaman, VP Resort Communities
Cassie Gertz, General Manager
Michelle Reese, Executive Assistant

- I. CALL TO ORDER – After establishing a quorum was present, President Deborah Brill called the meeting to order at 1:35 P.M.
- II. OPEN FORUM – Open Forum was conducted and sixteen homeowners were present.
- III. MINUTES
 - A. June 20, 2018 – Motion m/s/c to approve the Regular Session meeting minutes dated June 20, 2018 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance of June 2018 Financials – Motion m/s/c to accept the June 2018 Financials as submitted.
 - B. Acceptance of July 2018 Financials – Motion m/s/c to accept the July 2018 Financials as submitted.
- V. NOTICE OF LIENS - NONE
- VI. MANAGEMENT REPORT
 - A. Action List – Information only.
 - B. Work Order Report, June & July – Cassie Gertz presented the work order report for June & July 2018.
 - C. Monthly Calendar – The Board reviewed the information.
 - D. Palm Tree Trimming Recap – The Board reviewed the information.
- VII. COMMITTEE REPORTS
 - A. Architectural Review Committee Minutes, June 4, 2018 – Motion m/s/c to accept the Architectural Committee meeting minutes dated June 4, 2018.
- VIII. UNFINISHED BUSINESS
 - A. Heritage SBA Petition for Sup Dec, Draft Special Assessment Ballot – The Board reviewed the agenda item. A revised version of the cover letter and FAQ sheet will be reviewed at the next meeting.
 - B. Bulk Cable Agreement, Postcard – The Board authorized Management to send the post-card announcing the new bulk cable/internet agreement effective November 1, 2018.

- C. Legends Tunnel Landscape Enhancement Proposal – The Board discussed the agenda item and directed Management to include funding the Legends Tunnel enhancement in a draft of the 2019-operating budget.

IX. NEW BUSINESS

- A. Review/Approve Proposal for Hand Dryers in Restroom – Motion m/s/c to accept the proposal as submitted by Roto-lite for the hand dryer installation in eight (8) restrooms not to exceed \$5,080.00.
- B. Schedule Delegate & Finance Committee Meetings – The Board directed Management to begin distributed necessary documents to the Delegate & Finance Committees and work to schedule a meeting following electronic review of the documents.
- C. Review/Approve Turnberry SBA Exterior Paint Palette – Motion m/s/c to accept the Turnberry SBA Exterior Paint Palette as submitted pending the Architectural Committee review/approval. The Board directed Management to work with the Turnberry Delegate to prepare an announcement to the homeowners regarding the new paint palette and painting project.
- D. Plant Replacement Analysis, Budget Discussion – The Board reviewed and discussed the agenda item and directed Management to include the annual plant replacement costs in the 2019 reserve studies.
- E. Review Landscape Refurbishment Schedule, Budget Discussion – Motion m/s/c to authorize Management to work with Turnberry SBA Delegate regarding preliminary planning for the front yard landscape refurbishment project.
- F. Norman Estates SBA key Pad Shield Proposal – The Board determined to take no action until Management can provide additional options and costs.
- G. 2018 Delegate & Vendor Appreciation Lunch, Discussion – Motion m/s/c to accept the proposal as submitted by for the 2018 Delegate & vendor appreciation lunch not to exceed \$2,300.00.
- H. Calendar New Homeowner Orientation – The Board reviewed the agenda item and agreed to hold the New Homeowner Orientation on November 7, 2018 at the Private Clubhouse.
- I. ARC Discussion, Address Plaques – The Board reviewed the agenda item and agreed to refer the discussion to the Delegate Committee for input from the owners.

X. CORRESPONDENCE – The Board reviewed the correspondence.

XI. NEXT MEETING DATE – 1:30 P.M., Thursday, September 27, 2018 at the Private Clubhouse.

XII. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:00 P.M.

The Board met in Executive Session on August 23, 2018 to discuss member discipline, collections, contracts, personnel and legal matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____