

**PGA WEST FAIRWAYS ASSOCIATION  
REGULAR SESSION BOARD OF DIRECTORS MEETING  
THURSDAY, SEPTEMBER 22, 2016 AT 2:30 P.M.  
LOCATION: PRIVATE CLUBHOUSE  
55955 PGA BOULEVARD 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**

Lynn Gilliam, Division President  
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 2:33 P.M.
- II. OPEN FORUM – Open Forum was conducted and four homeowners were present.
- III. MINUTES
  - A. Motion m/s/c to approve the Regular Session meeting minutes dated August 25, 2016 as presented.
- IV. FINANCIAL REPORT
  - A. Acceptance and Approval of August 2016 Financials – Motion m/s/c to accept the August 2016 financial report as presented.
- V. NOTICE OF LIENS – None
- VI. MANAGEMENT REPORT
  - A. Action List – Information only.
  - B. Work Order Report – Cassie Gertz presented the work order report for August 2016.
  - C. Monthly Calendar – The Board reviewed the information and directed Management to update the calendar.
- VII. COMMITTEE REPORTS
  - A. Architectural Review Committee – Minutes, June 29, 2016 – Motion m/s/c to accept the Architectural Committee meeting minutes dated June 29, 2016 as presented.
  - B. Architectural Review Committee – Minutes, August 1, 2016 – Motion m/s/c to accept the Architectural Committee meeting minutes dated August 1, 2016 as presented.
  - C. Landscape Committee – Minutes, July 11, 2016 – Motion m/s/c to accept the Landscape Committee meeting minutes dated July 11, 2016 as presented.
  - D. Landscape Committee – Minutes, August 2, 2016 – Motion m/s/c to accept the Landscape Committee minutes dated August 2, 2016 as presented.

VIII. UNFINISHED BUSINESS –

- A. Approve Governing Document Restatement Mailer Materials – The Board reviewed the mailer materials and directed Management to make additional changes then proceed with scheduling the mailer to send to all owners.
- B. Set Record Date for Governing Documents Restatement – The Board set the Owners of Record date for October 14, 2016 for the Governing Documents Restatement.
- C. Set Meeting Date for Governing Documents Restatement – The Board set the meeting date for January 26, 2017 for Governing Documents Restatement.
- D. Annual Inspection/Cleaning of Drywells/Storm Drains – The Board reviewed the proposal for the cleaning of the drywells and storm drains. Motion m/s/c authorizing Management to proceed with the cleaning of five (5) drains/drywells with the condition that the cleaning is coordinated with the golf course Superintendent.
- E. Patio Furniture Refurbishment Vendor Change – Motion m/s/c to accept the patio refurbishment vendor change and approve the proposal as submitted by California Furniture Restoration not to exceed \$11,000.00 to re-strap pool furniture, colors chosen Old Bronze-powder coat and T252-strap color.
- F. Appoint Short-Term Rental Committee – Motion m/s/c to appoint Deborah Brill and Chuck Eckman as Co-Chairs; Kim Cox, Errol Freeman, Allan Haight and Terry Rennhack to the Short-Term Rental Committee with two (2) alternates being: Brian Clark and Donna Swanson.

IX. NEW BUSINESS

- A. Toll Brothers SBA Maintenance Matrix – The Board directed legal counsel to draft an alternate Maintenance Matrix for Toll Brothers SBA.
- B. Appoint Tiburon SBA Delegate – Motion m/s/c to appoint Ann Piller as Tiburon SBA Delegate.

X. CORRESPONDENCE – Board reviewed the correspondence.

XI. NEXT MEETING DATE – 2:30 P.M., Thursday, October 27, 2016 at the Private Clubhouse.

XII. ADJOURNMENT - Motion m/s/c to adjourn the meeting at 3:54 P.M.

The Board met in Executive Session on September 22, 2016 to discuss member discipline, collections, contracts, legal and personnel matters.

**ATTEST**

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

Date \_\_\_\_\_

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