

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, NOVEMBER 17, 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
Chuck Eckman, Director

BOARD MEMBERS ABSENT (1)

John Cochrane, Director

ALSO PRESENT:

The Management Trust, Desert Division

John Beaman, VP 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 2:32 P.M.
- II. OPEN FORUM – Open Forum was conducted and seven homeowners were present.
- III. MINUTES
 - A. Motion m/s/c to approve the Regular Session meeting minutes dated October 27, 2016 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of October 2016 Financials – Motion m/s/c to accept the October 2016 financial report as amended.
- V. MANAGEMENT REPORT
 - A. Action List – Information only.
 - B. Work Order Report – Cassie Gertz presented the work order report for October 2016.
 - C. Monthly Calendar – The Board reviewed the information and requested the 2017 calendar be included in the next Board packet.
- VI. COMMITTEE REPORTS
 - A. Architectural Review Committee – Minutes, October 3, 2016 – Motion m/s/c to accept the Architectural Committee meeting minutes dated October 3, 2016 as presented.
 - B. Landscape Committee - Minutes, October 17, 2016 – Motion m/s/c to accept the Landscape Committee minutes dated October 17, 2016 as presented.
- VII. UNFINISHED BUSINESS –
 - A. Draft Letter re Club Access – Greg Norman – The Board reviewed and discussed the agenda item. No further action taken.
- VIII. NEW BUSINESS
 - A. Approve Expense for Vendor Appreciation BBQ – Motion m/s/c to approve the expense for the Vendor Appreciation BBQ for Vintage Landscape for \$800.00 to supply the food, utensils, seating, etc., Brian Westlake Landscape for \$250.00 to supply drinks, ice, and Roto-Lite in the amount of \$100.00 to supply desserts.
 - B. Ratify Emergency Repair to Storm Drain – Motion m/s/c to approve the proposal for the emergency repair to the storm drain as submitted by Bob's Equipment Rental for \$2,750.00.
 - C. Set Annual Meeting Date – March 23, 2017 – Motion m/s/c to set the Annual Meeting date for March 23, 2017.
 - D. Insurance Renewal Proposals – Tabled until December meeting. The Board directed Management to prepare a more detailed summary of the proposals.

- IX. CORRESPONDENCE – The Board reviewed the correspondence.
- X. NEXT MEETING DATE – 2:30 P.M., Thursday, December 15 2016 at the Private Clubhouse.
- XI. ADJOURNMENT - Motion m/s/c to adjourn the meeting at 3:33 P.M.

The Board met in Executive Session on November 17, 2016 to discuss member discipline, collections, contracts, legal and personnel matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____