

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
WEDNESDAY, NOVEMBER 7, 2018 AT 2:30 P.M.
LOCATION: PRIVATE CLUBHOUSE – 55955 PGA BLVD., LA QUINTA, CA 92253**

MINUTES

BOARD MEMBERS PRESENT (4)

Deborah Brill, President
Barbara Larsh, Vice President – Conference (Zoom)
Jennifer Jenkins, Secretary/Treasurer
Chuck Eckman, Director

BOARD MEMBERS ABSENT (1)

Ben Dobbs, Director

The Management Trust, Desert Division

Cassie Gertz, General Manager
Ellen Woolard, Interim General Manager

- I. CALL TO ORDER – After establishing a quorum was present, President Deborah Brill called the meeting to order at 2:37 P.M.
- II. OPEN FORUM – Open Forum was conducted and fifteen homeowners were present.
- III. UNFINISHED BUSINESS
 - A. Heritage SBA Petition, Supplemental Declaration, Special Assessment
 1. Approve Special Assessment Cover Letter – The Board reviewed the agenda item. Motion m/s/c to approve the special assessment cover letter as submitted.
 2. Approve Special Assessment FAQ Sheet – The Board reviewed the agenda item. Motion m/s/c to approve the FAQ sheet as submitted.
 3. Approve Special Assessment Ballot – The Board reviewed the agenda item. Motion m/s/c to approve the special assessment ballot. The Board directed Management to mail the balloting materials and set the record date as of the date of the mailing.
 4. Appoint Inspector of Elections – Motion m/s/c to appoint The Management Trust as the Inspector of Elections for the Heritage SBA Special Assessment vote.
- IV. NEW BUSINESS
 - A. 2019 Budgets and Reserve Studies – The Board reviewed the agenda item. After recommendations from the Finance Committee, motion m/s/c to approve the 2019 draft budgets and 2019 draft reserve studies as submitted. The Board directed Management to mail the information in accordance with California Civil Code.
- V. NEXT MEETING DATE – 1:30 P.M., Thursday, November 15, 2018 at the Private Clubhouse.
- VI. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:00 P.M.

The Board met in Special Executive Session on November 7, 2018 to discuss contracts, developer, and legal matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____