

**PGA WEST FAIRWAYS ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING
TUESDAY, JANUARY 5, 2016 AT 2:00 P.M.
LOCATION: TOURNAMENT CLUBHOUSE**

MINUTES

BOARD MEMBERS PRESENT (5)

Deborah Brill, President
Barbara Larsh, Vice President
Jennifer Jenkins, Secretary/Treasurer
John Cochrane, Director (Exited at 3:20 P.M. – Re-entered at 4:06 P.M.)
Brian Foord, Director

BOARD MEMBERS ABSENT (0)

ALSO PRESENT:

Epsten Grinnell & Howell
Susan Hawks-McClintic, Esq.
Dea Franck, Esq.

The Management Trust, Desert Division

Cassie Gertz, General Manager
Kari Martin, Assistant Manager

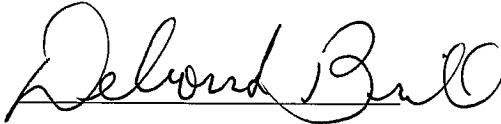
- I. CALL TO ORDER – After establishing that a quorum was present, Deborah Brill called the meeting to order at 2:15 P.M.
- II. OPEN FORUM – There were three homeowners present for the meeting. Open forum topics included the reserve study maintenance timeline, artificial turf guidelines and a proposed straw poll.
- III. UNFINISHED BUSINESS –
 - A. Governing Documents Restatement –
 - a) Comments Submitted – The Board reviewed the comments submitted. Legal counsel went through each of the comments and the Board discussed the comments in length. The Board made various changes to the documents.
 - b) Draft Bylaws – The Board directed legal counsel to make the final adjustments to the document and prepare the Bylaws for distribution to the members.
 - c) Draft CC&Rs – The Board directed legal counsel to make the final adjustments to the document and prepare the CC&Rs for distribution to the members. The Board directed legal counsel to condense the draft matrices.
 - B. Annual Meeting Timeline – The Board reviewed the timeline presented by Management. Motion m/s/c to accept the timeline as submitted. The Board reviewed the Delegate Annual Meeting materials. The Board directed Management to revise the meeting notice and mail/email to the membership.
- IV. NEW BUSINESS
 - A. Governing Documents Restatement –
 - a) Draft Cover Letter – The Board reviewed the draft cover letter. The Board directed Management to request legal counsel revise the language in the cover letter to include the importance of the documents and a separate summary of changes. The Board directed legal counsel to draft the letter of consent to the Declarant.
 - b) Draft Ballot – The Board reviewed the draft ballot and revised.
 - B. Approve Purchase of Laptop – Motion m/s/c approving the purchase of a laptop and appropriate programs not to exceed \$1200. Laptop to remain as Fairways property.
 - C. Landscape Committee Chair – Motion m/s/c to add the item to the agenda. Barbara Larsh informed the Board that she is resigning from the Landscape Committee. Motion m/s/c to appoint Brian Foord as the Landscape Chair effective immediately (4 in favor, 1 opposed). Further, it was the Board determined that the Landscape Committee meetings be held at the Private Clubhouse or somewhere on-site at PGA WEST.

X. NEXT MEETING DATE – 2:30 P.M., Thursday, January 28, 2016 at The Private Clubhouse.

XI. ADJOURNMENT – Motion m/s/c to adjourn the meeting at 5:35 P.M.

ATTEST

Board Member



Date 02.25.16

Printed Name, Title

DEBORAH BULL