

**PGA WEST FAIRWAYS ASSOCIATION
BOARD OF DIRECTORS MEETING
REGULAR SESSION MINUTES
THE PRIVATE CLUBHOUSE
Thursday, May 28, 2015, 2:30 P.M.**

BOARD MEMBERS PRESENT (4)

Deborah Brill, President
Barbara Larsh, Vice President
Jennifer Jenkins, Secretary/Treasurer
Brian Foord, Director

BOARD MEMBERS ABSENT (0)

The Management Trust, Monarch Group Division

Jodi Fischer, CCAM, Division President
Lynn Gilliam, CCAM, Vice-President of Community Management
Jerry McDonald, CCAM, PCAM, General Manager

- I. CALL TO ORDER – Deborah Brill called the meeting to order at 2:30 P.M. Deborah summarized the Executive Session by informing those present that the Board discussed the collections and small claims proceedings, advised that there were six violation hearings and \$620 in violation fines assessed, and then adjourned for regular session.
- II. OPEN FORUM – Deborah Brill opened the homeowner’s forum.
 - A. Wayne Byers, Masters SBA, said that there was a rumor going around that all three (3) residential associations were going to combine into one association. He wanted to know if there were any plans to do so. Deborah replied that there is no such plan.
 - B. Sarah Murr, Toll Brothers SBA, stated that she is concerned about the current drought and water usage restrictions imposed by the State and CVWD. She suggested that the Association continue to communicate with its members about its efforts to comply with imposed restrictions. Jennifer Jenkins replied that the Fairways will send out periodic Constant Contact messages to homeowners to provide updates.
 - C. Scott Andrews, Legends SBA, also expressed his concerns about the water restrictions. He wants to ensure the Association is taking every measure possible to save water but still maintain the beautiful landscaping.
- III. MINUTES – A motion was m/s/c to approve the Regular Session meeting minutes for April 23, 2015 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of March Financials/Variance Reports - Jodi Fischer presented the financial and variance report for period ending April 30, 2015. She reported that as of April 30, 2015 operating assets were \$1,136,784.41; reserve assets were \$3,666,328.97; other assets of \$116,906.28; with total assets of \$4,920,019.66 for this period. Motion m/s/c to accept the April 30, 2015 financial statement as presented.
 - B. Merrill Lynch Recommendations – None.
- V. NOTICE OF LIENS – A motion was m/s/c to approve liens be filed against Accounts #402204, #402362 and #402818.
- VI. MANAGEMENT REPORTS – Jerry McDonald presented the management report and work order report for April 2015. He reported that there were 31 work orders issued, of which 26 were closed.

VII. COMMITTEE REPORTS

- A. Architectural Review Committee – Motion m/s/c to accept the Architectural Committee Meeting Minutes of April 6 as presented.
- B. Landscape Committee – Motion m/s/c to accept the Landscape Committee Meeting Minutes of February 2, March 2 and April 4 as presented.
- C. Finance Committee – Motion m/s/c to accept the Finance Committee Meeting Minutes of April 21 as presented.

VIII. UNFINISHED BUSINESS

- A. Policy for Heating Schedule of Community Pools and Spas – Motion m/s/c to revise the policy to reflect that “On a rotational basis, even number years, from October until the following May (i.e. October 2014 – May 2015), Brae Burn and Hermitage will be heated. Odd number years, from October until the following May (i.e. October 2015 – May 2016), Spanish Bay and St. Andrews will be heated.”

IX. NEW BUSINESS

- A. Approve Policy for Maintenance Liability – Tabled.
- B. Proposal for Annual Palm Tree Trimming – Motion m/s/c to approve the proposal from Reliable Tree Care to for the annual Washingtonia Robusta palms in the common areas and all Special Benefit Areas, with the exception of Toll Brothers, at \$19 per palm, for the sum of \$24,700.
- C. Proposal for Community Pool Restroom Cleaning - Motion m/s/c to approve the proposal from Lounge Bright janitorial service for the extra cleaning of three times per week at the public restrooms for the sum of \$1,350 per month.
- D. Appoint Committee Members – Motion m/s/c to appoint the following committees:
 - Architectural Review Committee – Brian Foord (chair), Bob Brown, Dan Dozer, Eliane Frye and Walt Lloyd.
 - Landscape Committee – Deborah Brill (chair), Matt Gutowicz, Tom Lynch, Sarah Murr and Penni Sturgill.
 - Finance Committee – Jennifer Jenkins (chair), Alice Gutowicz, Mark Jenkins, Dick Mills and Penni Sturgill.
 - Governing Documents Review Ad Hoc Committee – Deborah Brill (co-chair), Brian Foord (co-chair), Bob Brown, John Gruber and Dick Mills.
- E. Coachella Valley Water District Ordinance – Information Only.
- F. Trusted Partner Spotlights – Information Only.

X. NEXT MEETING DATE – 2:30 P.M., Thursday, June 25, 2015 at The Private Clubhouse.

XI. ADJOURNMENT – Motion m/s/c to adjourn the meeting at 3:40 P.M.

ATTEST

Board Member



Date

6/25/15

Printed Name, Title

PRESIDENT