

**PGA WEST FAIRWAYS ASSOCIATION
BOARD OF DIRECTORS MEETING
REGULAR SESSION MINUTES
THE PRIVATE CLUBHOUSE
Thursday, February 26, 2015, 2:30pm**

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
Jerry McDonald, CCAM, PCAM, General Manager
Tiffany Goff, CCAM, Operations Manager

- I. CALL TO ORDER – Deborah Brill called the meeting to order at 2:34 P.M. Deborah summarized the Executive Session by informing those present that the Board discussed the collections, advised that there were violation hearings, discussed The Signature project and then adjourned for regular session.
- II. OPEN FORUM – Jerry McDonald, Association General Manager, opened the homeowner’s forum.
 - A. Tom Lynch, Muirfield SBA, alerted the Board that he would like to discuss the Muirfield wall at the March Open Meeting.
 - B. Walt Lloyd, La Cala SBA, reported on the 200+ lifting mow band concrete curbs within the Fairways. He will be addressing these concerns with the Architectural Committee.
 - C. Terry Galon, Hermitage SBA, questioned the Board’s stand on residents installing solar to their homes. The Fairways Team will send Mr. Galon an Architectural Application.
 - D. Penni Sturgill, The Summit SBA, requests that the Association set a concrete curbing standard for conformity throughout the Fairways. She also requested that all meeting information be on the website and kept up-to-date.
 - E. Rae Wheeler, Norman Estates SBA, requested an update on the common area upgrades previously requested for Norman Estates. Per Jerry McDonald, proposals are being sought at this time.
- III. MINUTES – A motion was m/s/c to approve the Regular Session meeting minutes for January 27, 2015 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of January Financials/Variance Reports - Jodi Fischer presented the financial and variance report for period ending January 31, 2015. She reported that as of January 31, 2015 operating assets were \$871,799.84; reserve assets were \$3,566,476.58; other assets of \$398,726.16; with total assets of \$4,837,002.58 for this period. A motion was m/s/c to accept the January 31, 2015 financial statement as presented.
 - B. Merrill Lynch Recommendations – A motion was m/s/c to renew \$100,000 CD in March for 12-months per the Merrill Lynch Recommendations. A motion was m/s/c to add an additional CD for \$200,000 for a 9- or 12-months, dependent on which is offered.
- V. NOTICE OF LIENS – No liens were presented at this time.
- VI. MANAGEMENT REPORTS – Jerry McDonald presented the management report and work order report for January 2015. He reported that there were 99 work orders issued, all of these orders have been closed.
- VII. COMMITTEE REPORTS
 - A. Architectural Review Committee – A motion was m/s/c to accept the Architectural Committee Meeting Minutes of December 1, 2014 and January 5, 2015 as presented.

- B. Landscape Committee – A motion was m/s/c to accept of the Landscape Committee Meeting Minutes of January 5, 2015, January 12, 2015, and February 2, 2015 as presented.
- C. Finance Committee – A motion was m/s/c to accept the Finance Committee Meeting Minutes of February 17, 2015.

VIII. UNFINISHED BUSINESS

- A. Proposal for Brown Deer Park Perimeter Wall Landscaping and Lighting – A motion was m/s/c to accept the proposals from Vintage Landscape and Roto-Lite for the landscaping and lighting upgrades to the Brown Deer Park Perimeter Wall.
- B. Proposal for Turnberry Way Perimeter Wall Landscaping and Lighting - A motion was m/s/c to accept the proposals from Vintage Landscape and Roto-Lite for the landscaping and lighting upgrades to the Turnberry Way Perimeter Wall.
- C. Annual Meeting Date – The Board reviewed the updated timeline offered by Management.

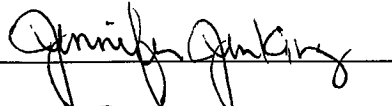
IX. NEW BUSINESS

- A. The Signature Documents, Information Only – The Board reiterated that The Signature Documents were reviewed in Executive Session.
- B. Letter from Master Association re: Access Lots for The Signature, Information Only – Jerry McDonald presented the Board with correspondence from the Master Association with their approval of the concepts presented in regards to The Signature development access lots.
- C. Proposals for Painting Perimeter Walls – A motion was m/s/c to accept the proposal presented by M.C. Builder Corp. at a cost not-to-exceed \$65,000. The color is still yet to be determined. The estimated time-line of this project is approximately 3-months.
- D. Quantity and Colors for Summer Flowers – A motion was m/s/c to accept Vintage Landscape’s proposal of \$34,133.53 to install 3-flats of flowers at each residence for Summer Color.
- E. Replace Call Box Entry System at Norman Estates SBA – Review of the proposal is TABLED for further research and proposals to be obtained.
- F. Replace Pool Heater and Spanish Bay Community Pool – Review of the proposal is TABLED for further research and proposals to be obtained.
- G. DRAFT Letter for Master Association Election – Deborah Brill presented the Board with a proposed letter to be sent out with the Master Association election material. The letter will also be added to the website. A motion was m/s/c to accept the letter as written.
- H. Appoint Inspector of Elections – A motion was m/s/c to accept Dick Mills, Toll Brothers SBA, as Inspector of Elections for the 2015 Annual Meeting.

X. NEXT MEETING DATE – 11:00 A.M., Thursday, March 26, 2015 at the Private Clubhouse.

XI. ADJOURNMENT – Motion m/s/c to adjourn the meeting at 3:50 P.M.

ATTEST

Board Member 

Date 4-23-15

Printed Name, Title J Junking, Secretary