

**PGA WEST FAIRWAYS ASSOCIATION
BOARD OF DIRECTORS MEETING
REGULAR SESSION MINUTES
THE PRIVATE CLUBHOUSE
Thursday, March 26, 2015, 11:00 A.M.**

BOARD MEMBERS PRESENT (3)

Deborah Brill, President

Jennifer Jenkins, Secretary/Treasurer

Brian Foord, Director

BOARD MEMBERS ABSENT (1)

Barbara Larsh, Vice President

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

Tiffany Goff, CCAM, Operations Manager

- I. CALL TO ORDER – Deborah Brill called the meeting to order at 11:06 A.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. Bob Brown, Spanish Bay SBA, requested an update on the Spanish Bay Queen Palm removal project. Jerry McDonald reported that the compilation of information was still being gathered.
 - B. DeeAnn Gill, Hermitage SBA, raised concerns about Hermitage speeding. Speed limit signs should be posted on stop signs, and possibly painted on the asphalt. Bob Brown acknowledged the issue and stated he would take it to Gates & Patrol for review and consideration.
 - C. Terry Galon, Hermitage SBA, would like to install solar on his residence; however, there is a tree on the property that will hinder the installation and would need to be removed. Jerry will visit with the Owner and the tree in question.
 - D. Lawrence & Janet Seve, Heritage SBA, are concerned about the lack of sufficient landscaping on Spanish Hills; Jerry McDonald informed that that this is Residential II property, not Fairways; however, he will pass the request on to Joanne Rose of Res II.
- III. MINUTES – A motion was m/s/c to approve the Regular Session meeting minutes for February 27, 2015 as presented.
- IV. FINANCIAL REPORT
 - A. Acceptance and Approval of February Financials/Variance Reports - Jodi Fischer presented the financial and variance report for period ending February 28, 2015. She reported that as of February 28, 2015 operating assets were \$863,124.68; reserve assets were \$3,580,966.48; other assets of \$403,822.88; with total assets of \$4,847,914.04 for this period. Motion m/s/c to accept the February 28, 2015 financial statement as presented.
 - B. Merrill Lynch Recommendations – None.
- V. NOTICE OF LIENS – None.
- VI. MANAGEMENT REPORTS – Jerry McDonald presented the management report and work order report for February 2015. He reported that there were 121 work orders issued, all of which were closed.

VII. COMMITTEE REPORTS

- A. Architectural Review Committee – Motion m/s/c to accept the Architectural Committee Meeting Minutes of February 2, 2015 as presented.
- B. Landscape Committee – No minutes presented at this time.
- C. Finance Committee – No minutes presented at this time.

VIII. UNFINISHED BUSINESS

- A. Replace Call Box Entry System at Norman Estates SBA – Motion m/s/c to accept the proposal from Big Sky Gate Keeper for replacing the exterior call box components totaling \$720.74. This will be paid from the Norman Estates SBA Reserve Fund.
- B. Replace Pool Heater and Spanish Bay Community Pool – Motion m/s/c to accept the proposal from Pristine Pool Service for the replacement of the Spanish Bay Pool and Spa Heater with a commercial grade heater, which includes a 3-year warranty, totaling \$3,300.00. This will be paid from the Base Reserve Fund.
- C. Code of Conduct – Motion was m/s/c to sign the Code of Conduct for Board Members and Committee Members as presented.

IX. NEW BUSINESS

- A. Annual Financial Statement Review (Audit) – Motion was m/s/c to adopt the 2014 Annual Financial Statement Review, as prepared by Brabo & Carlsen, LLP.
- B. Proposal for Additional Lighting in Norman Estates SBA – Tabled.
- C. Proposal for Additional Boulders in Norman Estates SBA – Tabled.

X. NEXT MEETING DATE – 12:30 P.M., Thursday, April 23, 2015 at The Private Clubhouse.

XI. ADJOURNMENT – Motion m/s/c to adjourn the meeting at 11:33 A.M.

ATTEST

Board Member

J. Jenkins

Date

4-23-15

Printed Name, Title

J. Jenkins, Secretary