

**PGA WEST FAIRWAYS ASSOCIATION  
REGULAR SESSION BOARD OF DIRECTORS MEETING  
THURSDAY, JANUARY 24, 2019 AT 2:00 P.M.  
LOCATION: PRIVATE CLUBHOUSE – 55955 PGA BLVD., LA QUINTA, CA 92253**

**MINUTES**

**BOARD MEMBERS PRESENT (4)**

Deborah Brill, President  
Jennifer Jenkins, Secretary/Treasurer  
Chuck Eckman, Director  
Ben Dobbs, Director

**BOARD MEMBERS ABSENT (1)**

Barbara Larsh, Vice President

**The Management Trust, Desert Division**

John Beaman, VP Resort Communities – Exited at 3:29 P.M.  
Ellen Woolard, Interim General Manager  
Kari Martin, Operations Manager  
Michelle Reese, Executive Assistant

- I. CALL TO ORDER – After establishing a quorum was present, President Deborah Brill called the meeting to order at 2:14 P.M.
- II. OPEN FORUM – Open Forum was conducted and twenty five homeowners were present.
- III. MINUTES
  - A. December 13, 2018 – Motion m/s/c to approve the Regular Session meeting minutes dated December 13, 2018 as presented.
- IV. FINANCIAL REPORT
  - A. Acceptance of November 2018 Financials/Full Financial Review – The Board received and reviewed an electronic copy of the entire financial report. Motion m/s/c to accept the November 2018 Financials as submitted.
  - B. Acceptance of December 2018 Financials/Full Financial Review The Board received and reviewed an electronic copy of the entire financial report. Motion m/s/c to accept the December 2018 Financials as submitted.
  - C. Equity Transfer Recommendations – Motion m/s/c to transfer equity to Reserves; this would equal the following: Haciendas Estates - \$4,110; Monterra - \$10,170; Villas - \$12,435
  - D. Merrill Lynch Recommendations –
    - Operating: Motion m/s/c to purchase CD for \$100,000 for a term of 12-months after CD matures on January 11, 2019.
    - Reserve: Motion m/s/c to purchase CD for \$200,000 for a term of 18-months from Liquid Funds; and a CD for \$200,000 for a term of 24-months after CDs mature on February 8, 2019 and February 15, 2019; and a CD for \$200,000 for a term of 36-months after CD matures on March 29, 2019.
- II. NOTICE OF LIENS – Motion m/s/c to ratify and lien account 402588 and account 402076 if outstanding balance surpasses \$1,500. The Board directed Management to lien for the delinquent assessment amounts surpassing \$1,800.00, any late fees, interest charges, and other collection-related amounts.
- III. MANAGEMENT REPORT
  - Action List – Information only.
  - Work Order Report, December – Ellen Woolard presented the work order report for December 2018.
  - Monthly Calendar – The Board reviewed the information.

IV. COMMITTEE REPORTS

- Architectural Review Committee Minutes, December 3, 2018 – Motion m/s/c to accept the Architectural Committee meeting minutes dated December 3, 2018.

V. UNFINISHED BUSINESS

- Heritage SBA, Special Assessment Status/Request of Owner for Revised Communication – The Board reviewed the agenda item.
- Heritage SBA, Proposal to Retrofit Irrigation Status – The Board reviewed the information.
- Select Reserve Study Specialist – Motion m/s/c to approve the proposal as submitted by The Management Trust for Reserve Study Specialist for \$7,075 per year.
- Master Association Combined Community Rules/City of La Quinta STR Ordinance for Comparison – Tabled until February meeting.
- New Pool Law Question Update/Information on Salt Water Pools – Tabled until February meeting.

VI. NEW BUSINESS

- Queen Palm Assessment and Large Tree Removal – Short and Long Term Plan Preliminary Strategic Plan (Includes Turnberry Refurbishment) – Tabled until February meeting.
- Bid to Jet and Clean Drains – Tabled until February meeting.
- Set Annual Meeting Record Date, Schedule of Events – Discussion – Motion m/s/c to set the Owners of Record date as of February 1, 2019.
- Review/Approve Annual Meeting Mailer – Appoint Inspector of Elections – Motion m/s/c to approve the Annual Meeting mailer materials as amended. The Board directed Management to send the mailer. Motion m/s/c to appoint Dick Mills as Inspector of Elections.

VII. CORRESPONDENCE – The Board reviewed the correspondence.

VIII. NEXT MEETING DATE – 2:00 P.M., Thursday, February 28, 2019 at the Private Clubhouse.

IX. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:46 P.M.

The Board met in Executive Session on January 24, 2019 to discuss member discipline, collections, contracts, developer, personnel and legal matters.

**ATTEST**

Board Member \_\_\_\_\_

Date \_\_\_\_\_

Printed Name, Title \_\_\_\_\_