

**PGA WEST FAIRWAYS ASSOCIATION
REGULAR SESSION BOARD OF DIRECTORS MEETING
THURSDAY, MAY 28, 2020 WITH CALL TO ORDER AT 1:00 P.M. FOR PURPOSE OF COUNTING
BALLOTS. OPEN FORUM AND AGENDA BUSINESS TO START AT 2:00 P.M.
LOCATION: ZOOM CONFERENCE CALL ONLY – MEETING ID: 840 4693 9000 PASSWORD: 766944
DIAL IN: (669) 900-9128**

MINUTES

BOARD MEMBERS PRESENT (4)

Chuck Eckman, President
Jennifer Jenkins, Vice President
Deborah Brill, Secretary/Treasurer
Barbara Larsh, Director

BOARD MEMBERS ABSENT (1)

Ben Dobbs, Director

Management Trust, Desert Division

Cassie Gertz, Division Vice President of On-Site Communities
Clint Atherton, General Manager
Kari Martin, Assistant General Manager
Michelle Reese, Executive Assistant

- I. CALL TO ORDER – After establishing a quorum was present, President Chuck Eckman called the meeting to order at 2:03 P.M.
- II. OPEN FORUM – Open Forum was conducted and there were five homeowners present.
- III. CONSENT AGENDA
 - A. Approval of Minutes, April 23, 2020 – Motion m/s/c to approve the Regular Session meeting minutes dated April 23, 2020 as presented.
 - B. Management Reports – Action List
 - C. Management Reports – Work Order Report – Clint presented the work order report for April 2020.
 - D. Management Reports – Monthly Calendar – Information Only.
 - E. Committee Reports – ARC Minutes, April 6, 2020 – Motion m/s/c to accept the Architectural Committee minutes dated April 6, 2020.
 - F. Committee Reports – Landscape Minutes, February 11, 2020 – Motion m/s/c to accept the Landscape Committee minutes dated February 11, 2020.
- IV. FINANCIAL REPORT
 - A. Review & Acceptance of March & April 2020 Financials/Ratify Full Financial Review. The Board received and reviewed an electronic copy of the entire financial report. Motion m/s/c to ratify the review of the financial documents and accept the March 2020 Financials as submitted pending the adjustment to the landscaping accruals and the April 2020 Financials as submitted.
 - B. Review/Approve Merrill Lynch Recommendation for Investments:
 - Excess Operating: Motion m/s/c to approve purchase of a CD for \$100,000 for a term of 6-months after maturity on June 22, 2020.
 - Reserve: Motion m/s/c to approve purchase of a CD for a term of 3-months.
- V. UNFINISHED BUSINESS
 - A. Revision to LMI – 81095 National Drive – Rear Yard Grasses – The Board directed Management to move agenda item to Executive Session.
 - B. Rescind Current LMI and Approve New LMI – 81095 & 81115 National Drive – Front Yard Date Palm Trees – The Board directed Management to move agenda item to Executive Session.

VI. NEW BUSINESS

- A. Election of Board Officers – Motion m/s/c electing officer positions as follows: Chuck Eckman, President; Jennifer Jenkins, Vice President; Deborah Brill, Secretary/Treasurer; Barbara Larsh, Director; Ben Dobbs, Director.
- B. Appoint Delegates – Motion m/s/c to appoint the following Delegate Committee Member: The Board directed Management to contact Delegates who have not submitted an application for the June meeting.
- a. Eagle Bend SBA – None
 - b. Haciendas-Estates SBA – None
 - c. Heritage SBA – Tim McQuiggan, Delegate
 - d. Hermitage SBA – None
 - e. La Cala SBA – None
 - f. Legends SBA – None
 - g. Masters SBA – None
 - h. Monterra SBA – Laurie Davis, Delegate
 - i. Muirfield SBA – Tom Lynch, Delegate
 - j. Norman Estates SBA - None
 - k. Pasadera SBA – None
 - l. Spanish Bay SBA – None
 - m. Summit SBA – Penni Sturgill, Delegate
 - n. Tiburon SBA – None
 - o. Toll Brothers SBA – Dick Mills, Delegate
 - p. Turnberry SBA – Jody Shapiro, Delegate
- C. Performance Deposit for 55375 Royal St. George - The Board directed Management to move agenda item to Executive Session.
- D. Request to Rescind LMI for 81065 Kingston Heath - The Board directed Management to move agenda item to Executive Session.
- E. Architectural Appeal – 81310 Legends Way – Exterior Trim Color – Motion m/s/c to deny Exterior Trim Color Architectural Appeal for 81310 Legends Way.
- F. Review/Approve Proposal for Cleaning of Street Drains – Motion m/s/c to approve the proposal by M&M Sweeping for Cleaning of Street Drains if M&M Sweeping agrees to 2019 pricing. If not, agenda item tabled until June meeting.
- G. Review/Approve Fall Color Selection – Motion m/s/c to approve the Fall Color Selection as recommended by the Landscape Committee.
- H. Review/Approve Paint of the Muirfield Wall – Tabled until June meeting.
- I. Review Record Retention Rule for Adoption – Motion m/s/c to adopt the Record Retention Rule.
- J. Date and Location of Annual Meeting – The Board reviewed and discussed the agenda item and directed Management to seek guidance from Legal Counsel.
- K. Results of The Masters SBA STR Election – Dick Mills, Inspector of Election (IOE), began tabulating the ballots at 1:00 P.M. The tabulated results of the election are noted below:

Total Number of Units	69
Ballots Received	53
Ballots Rejected by IOE	3
Duplicate Ballots	1
Ballots Counted	27
Approve the Amendment	38
Reject the Amendment	11

Results: Amendment Passed

VII. CORRESPONDENCE – The Board reviewed the correspondence.

VIII. NEXT MEETING DATE – 2:00 P.M., Thursday, June 25, 2020.

IX. ADJOURNMENT – Motion m/s/c to adjourn the Regular Session meeting at 3:25 P.M.

The Board met in Executive Session on May 28, 2020 to discuss member discipline, collections, contracts, developer, personnel and legal matters.

ATTEST

Board Member _____

Date _____

Printed Name, Title _____