

**PGA WEST Master Association  
BOARD OF DIRECTORS MEETING  
March 4, 2014  
MINUTES**

A meeting of the Board of Directors of the PGA WEST Master Association was held on Tuesday, March 4, 2014, at 1:00 p.m. in the Ryder Cup Room at the Private Clubhouse. A quorum of the members was present.

**MEMBERS PRESENT:**

Richard Hayes	President
Jim Cox	Vice President
Mary Caldwell	Director
Dick Moore	Director
Russell Roehrkasse	Director
Mickey Evans	Director

**MEMBERS ABSENT:** Linn Wiley Secretary/Treasurer

**ALSO PRESENT:** Rosie Galla, Jodi Fischer and Robert Pantanella representing The Management Trust

**CALL TO ORDER:**

The meeting was called to order by the President, Richard Hayes, at 1:20 p.m.

**GATE AND PATROL SERVICES REPORT:**

Mr. Pantanella submitted the incident report for the month of February 2014. It was reviewed and discussed by the Board.

**16 Hour RV Agreement:**

Mr. Pantanella noted the current 16 Hour RV agreement should be changed to conform to the Res I condition. The Agreement currently reads one day, which should be corrected to 'dawn to dusk' as well as correcting several typos. Mr. Moore requested some additional changes to incorporate all the language from the Res I rule regarding RV's. Ms. Caldwell indicated she would review the proposed language and come back to the board with a recommendation.

*Ms. Caldwell moved, Mr. Moore seconded to approve the 16 Hour RV agreement with the corrections as noted and come back in April with recommendations regarding whether further changes should be made to the agreement. Motion carried*

**APPROVAL OF MINUTES:**

The Board reviewed the minutes of the February 4, 2014 Board meeting. Typographical errors were noted on pages 3 and 4

*Mr. Cox moved, Ms. Caldwell seconded to approve the February 4, 2014 minutes as corrected. Motion passed. Mr. Evans abstained.*

The Board met in Executive Session March 4, 2014, at 12:30 p.m. for the discussion of legal issues, contracts and delinquencies.

**FINANCIAL REPORT:**

Ms. Fischer presented the financial report for the month of January 2014.

It was noted there should be more transparency in the legal bills.

*Ms. Caldwell moved, Mr. Roehrkassee seconded to accept the financial report as presented. Motion carried unanimously.*

**MANAGEMENT REPORT:**

The Board reviewed the action list prepared by management.

**COMMITTEE REPORTS:**

**COMPLIANCE COMMITTEE**

Ms. Caldwell gave a brief update on the violations.

**LANDSCAPE:**

Ms. Penni Sturgill provided the reports from Mr. Zepeda and Hort Tech.

Ms. Sturgill noted the committee meets with the landscape vendor each month.

Ms. Sturgill noted the long range plan for the Boulevard will be similar to the landscape which was installed along the perimeter of The Signature. Landscape rebates from CVWD will require turf removal.

The Signature landscape/punch list has been completed.

The Fairways tree removals as previously requested have been completed.

*Ms. Caldwell moved, Mr. Roehrkassee seconded to approve \$1,100 for the installation of calliandra along both wing walls at the Nicklaus Gate. Motion carried unanimously.*

**FACILITIES**

Mr. Moore noted the committee is still looking to obtain a sample light for the mountain lighting tests.

**LEGAL AFFAIRS**

Mr. Hayes noted there is nothing new to report on the recent small claims suit.

The Code of Conduct policy was prepared by legal counsel and reviewed by the Legal Affairs Committee. The Committee recommends approval of the policy. Discussion ensued, no action was taken.

**INSURANCE**

Mr. Cox reported association insurance renewal applications have been submitted.

### **GOVERNING DOCUMENTS**

Mr. Hayes noted a meeting date will be set.

Mr. Hayes noted all non-board members will need to return the signed charter acknowledgements. Management was requested to follow up on the acknowledgements not yet received.

### **COMMUNICATIONS**

Ms. Caldwell reported that she and Mr. Lesser met with several of the website vendors, for which the proposals are in the packet. She noted the DwellingLive site would be stripped to a visitor/guest management system. There will be no overlapping in the website with the DwellingLive system. It is hoped that the website will be operational by October.

*Mr. Moore moved, Mr. Cox seconded to approve the web site proposal presented by GraphTek in the amount of \$4,250 for design and development with a \$50 monthly charge for hosting and support. Motion carried unanimously.*

### **COMMUNITY SERVICES**

Ms. Caldwell reported on the last meeting.

### **UNFINISHED BUSINESS:**

#### **CVWD Easement**

No change in status

### **NEW BUSINESS:**

#### **Review RFP for Management Services**

The Board reviewed the request for Management Services. Discussion ensued along with several questions. The proposals will be received by the committee, Mr. Roehrkasse and Mr. Evans. Mr. Roehrkasse will receive the proposals. The proposal will be sent to Monarch Management along with three (3) other management firms with 60 days to respond. Mr. Evans volunteered to provide tours of the community to the management firms.

*Ms. Caldwell moved, Mr. Cox seconded to approve the request for management services as presented. Motion carried unanimously.*

### **Minutes**

A discussion was held on what to include in the minutes and whether they should be recorded. It was noted the minutes should be more inclusive. During this discussion

**Release of Remaining Pointe Larson Deposit**

Ms. Fischer reported \$20,485.45 in deposit funds is to be released to Pointe Larson and she will obtain written confirmation of same.

*Ms. Caldwell moved, Mr. Moore seconded to approve the release of \$20,485.45 to Pointe Larson. Motion carried unanimously.*

**CORRESPONDENCE:** None

**OPEN FORUM:**

Homeowners spoke on various topics. They included: the CC&R amendment and annexation rights; Board etiquette and the safety concerns of the Weiskopf gate.

**NEXT MEETING DATE:**

The next scheduled Board meeting will be held April 1, 2014, at 1:00 p.m. at the Private Club, Ryder Cup Room, La Quinta, CA.

**ADJOURNMENT:**

With no further business to be brought before the Board at this time, the meeting adjourned at 3:55 p.m.

**Respectfully submitted,**

**Richard Hayes, President**

As prepared by The Management Trust

**Date**