

**PGA WEST Master Association
BOARD OF DIRECTORS MEETING
January 14, 2014
MINUTES**

A meeting of the Board of Directors of the PGA WEST Master Association was held on Tuesday, January 14, 2014, at 1:00 p.m. at The Management Trust, Monarch Division, 39755 Berkey Dr., Palm Desert, CA. A quorum of the members was present.

MEMBERS PRESENT:

Richard Hayes	President
Jim Cox	Vice President
Linn Wiley	Secretary/Treasurer
Mary Caldwell	Director
Dick Moore	Director
Russell Roehrkasse	Director

MEMBERS ABSENT: Mickey Evans Director

ALSO PRESENT: Rosie Galla, Jodi Fischer, Lynn Gilliam and Robert Pantanella representing The Management Trust and Jason Jackson, representing Desert Security Service

CALL TO ORDER:

The meeting was called to order by the President, Richard Hayes, at 1:00 p.m.

GATE AND PATROL SERVICES REPORT:

Mr. Pantanella submitted the incident report for the month of December 2013. It was reviewed and discussed by the Board.

APPROVAL OF MINUTES:

The Board reviewed the minutes of the November 22, 2013 Special meeting and the December 3, 2013 Board meeting. Mr. Hayes' name was misspelled on page 1 of the November 22 meeting. Mr. Wiley noted the following corrections on the December 3 minutes: Mr. Wiley's name was misspelled and commas on pages 3 and 4 were missing.

Mr. Roehrkasse moved, Ms. Caldwell seconded, to approve the November 22, 2013 minutes as corrected. Motion passed unanimously.

Ms. Caldwell moved, Mr. Wiley seconded to approve the December 3, 2013 minutes as corrected. Motion passed unanimously.

The Board met in Executive Session on December 3 and 23, 2013 for the discussion of contract matters and delinquencies.

The Board met in Executive Session on January 14, 2014 at 12:30 pm. for the discussion of contracts and delinquencies.

FINANCIAL REPORT:

Mr. Wiley presented the financial report for the month of November 2013.

*Mr. Roehrkasse moved, Mr. Cox 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.

Ms. Caldwell provided an update on the 30 day comment period for the Community Rules. One comment was received. The homeowner stated they did not agree with the rules changes. The comment is not actionable.

Ms. Caldwell moved, Mr. Wiley seconded to adopt the revised Community Rules. Motion carried, Mr. Moore opposed.

LANDSCAPE:

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

Ms. Sturgill noted a landscape walk was conducted the previous day. She further noted that Phase I of the Signature landscape has been completed.

Mr. Moore brought up a letter sent to Res I regarding the removal of ficus trees behind the exterior wall on PGA Boulevard. He noted the trees would not be removed. Res I would make repairs to the cracks in the wall as needed. Ms. Sturgill noted that the committee is in the process of obtaining the opinion of an arborist. Once the report is received, all the information will be presented to the Board.

FACILITIES

Mr. Moore noted that no meeting had been held. He inquired as to how far the Board wishes to go with the mountain lights, as the expense could be considerable.

LEGAL AFFAIRS

Mr. Hayes reported that the legal affairs committee is working on the election rules. The Code of Conduct will be addressed at the next meeting.

INSURANCE

Mr. Cox noted he will be working on renewals next month.

GOVERNING DOCUMENTS

Mr. Hayes noted no meetings had been held.

The Board reviewed the draft request for proposal for redline documents as prepared by management.

Ms. Caldwell moved, Mr. Roehrkas seconded to approve the Request for Proposal as presented. Motion carried unanimously.

COMMUNICATIONS

Ms. Caldwell noted she is working Gary Lesser to develop a website to enhance homeowner communications. They are in the process of obtaining a proposal which will be presented next month.

COMMUNITY SERVICES

Ms. Caldwell noted the minutes are in the packet.

UNFINISHED BUSINESS:

CVWD Easement

Fairways Board President, Deborah Brill noted they will be attending the next Residence Club Board meeting regarding the finalization of this issue.

Proxy, Voting Rules and Election Process

Revised Election Rules and the Request To Serve on the Board were presented to the Board for their review. Mr. Hayes noted the Election Rules must be sent out for the 30 day comment period. Mr. Hayes further noted the Legal Affairs Committee recommends approval of said Rules. They must be mailed by January 20, 2014, along with the Resolution to adopt the Election Rules as drafted by attorney Dave Peters. A copy of this Resolution is attached to and made a part of the Election Rules.

Ms. Caldwell moved, Mr. Wiley seconded to approve the Election Rules and the Resolution as presented. Motion carried, Mr. Moore opposed.

February 26, 2014 was set as the date for the Special Meeting to adopt the Election Rules. The meeting will be held at 3:00 pm at the Private Club in the Ryder Cup Room.

Annual Meeting Date, Time and Location

The Annual Meeting Date was set for April 24, 2014. Check in will be at 3:30 pm. The meeting will start at 4:00 pm.

Nominating Committee

Mr. Hayes stated the Nominating Committee will be comprised of one (1) Board member and two (2) homeowners. Mr. Hayes recommended Mr. Cox to be the Chair and

Jim Murphy and Steve Weiss being the homeowners. Mr. Moore recommended Mickey Evans be the Chair.

Mr. Wiley moved, Mr. Roehrkassee seconded to approve the Nominating Committee as recommended by Mr. Hayes. Motion carried, Mr. Moore opposed and Ms. Caldwell abstained.

Appointment of Inspectors of Election

Mr. Hayes recommended Dave Peters, Jodi Fischer and Zoe Lombard to be Inspectors of Election.

Mr. Roehrkassee moved, seconded by Mr. Cox to approve the recommended appointment of Dave Peters, Jodi Fischer and Zoe Lombard as the Inspectors of Election. Motion carried. Mr. Moore opposed.

NEW BUSINESS:

Nicklaus Gatehouse Roof Repair Proposal

The Board reviewed the roof repair proposal for the Nicklaus Guardhouse presented by Williams Roofing in the amount of \$1,650.

Ms. Caldwell moved, Mr. Wiley seconded to approve the roofing repair proposal for an amount not to exceed \$1,650. Motion carried unanimously.

CORRESPONDENCE:

The Board reviewed the correspondence.

OPEN FORUM:

Homeowners spoke on various topics. They included: moving the Weiskopf Gate, which should have been done 25 years ago; can homeowners be told to notify renters about pet policy. It was noted this is a gates and patrol issue; it is very difficult to identify rentals.

Ms. Brill thanked Ms. Sturgill for overseeing the Signature landscape project.

NEXT MEETING DATE:

The next scheduled Board meeting will be held February 4, 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 3:35 p.m.

Respectfully submitted,

Linn Wiley, Secretary/Treasurer

As prepared by The Management Trust

Date