

**PGA WEST Master Association
BOARD OF DIRECTORS MEETING
December 3, 2013
MINUTES**

A meeting of the Board of Directors of the PGA WEST Master Association was held on Tuesday, December 3, 2013, at 1:00 p.m. at The Ryder Cup room at the Private Clubhouse. A quorum of the members was present.

MEMBERS PRESENT:

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

ALSO PRESENT: Rosie Galla, Jodi Fischer, John Handel, Lynn Gilliam and Robert Pantanella representing The Management Trust

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 November 2013. It was reviewed and discussed by the Board.

APPROVAL OF MINUTES:

The Board reviewed the minutes of the November 5 and 7, 2013 Board meetings. Mr. Wiley noted the following correction for the November 7 meeting: the motion should read "to be approved".

Ms. Caldwell moved, Mr. Roehrkasse seconded, to approve the November 5, 2013 minutes as presented. Motion passed unanimously.

Ms. Caldwell moved, Mr. Wiley seconded to approve the November 7, 2013 minutes as corrected. Motion passed unanimously.

The Board met in Executive Session on November 7, 2013 for the discussion of contract matters and delinquencies.

FINANCIAL REPORT:

The Board of Directors reviewed the financial report for October 31, 2013. Mr. Wiley presented the financial report for the month of October 2013.

Mr. Moore 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

LANDSCAPE:

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

She presented several requests:

1. A proposal from Schmidt Services to treat the Poa grass in the amount of \$3,200. This is done annually to mitigate the growth of the weed.
2. A proposal from Simplot for the chemical needed to treat the Poa grass in The amount of \$1,447.20.
3. A proposal from Martinez Electric in the amount of \$1,200 for the installation of lights.
4. A proposal from Roto-Lite in the amount of \$785.38 for landscape lights.

Ms. Caldwell moved, Mr. Wiley seconded to approve the expense of \$4,647.20 for the landscape requests. Motion carried unanimously.

Mr. Moore moved, Mr. Wiley seconded to approve the lighting proposals \$1,985.38 as approved at the November meeting. Motion carried unanimously.

FACILITIES

Mr. Moore noted a homeowner's request to leave the mountain lights on until 2:00 a.m. Currently, the lights are on until 11 p.m. Discussion ensued. It was agreed to leave the mountain lights on until midnight year round.

Mr. Moore noted the Committee had met with Roto-Lite and MaxLite regarding the mountain lights. Walt Lloyd is working on the cost of the current lights. An unofficial replacement cost is approximately \$42,000 (\$2,000 per each (21) light). Management was requested to provide electricity bills.

Security Camera Cleaning Proposal

Discussion ensued. After discussion, the proposal was declined and alternative options will be explored.

LEGAL AFFAIRS

Mr. Hayes reported on the following items which were discussed at the recent Legal Affairs Committee meeting. The Signature Agreement was reviewed; property ownership was discussed; the committee is developing recommendations for the January meeting regarding the Annual meeting and the Res I issued is being addressed.

INSURANCE

Mr. Cox noted there is nothing to report.

GOVERNING DOCUMENTS

The bid from Peters & Freedman for the redline version of the governing documents is not the same as the bid from Guralnick. After a lengthy discussion, Management was requested to prepare an RFP for the January meeting for the Board's review.

COMMUNICATION

Ms. Caldwell noted she is working with a homeowner who is a website specialist. They will be meeting with Mr. Pantanella regarding DwellingLive.

UNFINISHED BUSINESS:

CVWD Easement

Ms. Fischer noted Verizon has approved the easement. However, confirmation of the approval has not yet been received. Ms. Fischer will follow up on this.

Proxy, Voting Rules and Election Process

Mr. Hayes noted this is being worked on with Mr. Peters, and it will be available for the January meeting.

NEW BUSINESS:

Legends Gate

Mr. Pantanella noted he has the proposal to move the Gate. The board will wait to hear from the Fairways prior to any discussion.

Annual Meeting Date and Location

This item was postponed to the January meeting.

Nominating Committee

This item was postponed to the January meeting.

Code of Conduct

The Board of Directors reviewed the Code of Conduct for Board members. Mr. Hayes noted the Legal Affairs Committee is working on this document.

Board Meeting Etiquette

The Board of Directors reviewed the Board Meeting Etiquette

Ms. Caldwell moved, Mr. Evans, seconded to adopt the Board Meeting Etiquette as presented. Motion carried unanimously.

The Board Meeting Etiquette will be handed out at each meeting

CORRESPONDENCE:

The Board reviewed the correspondence.

Request for Documents

Ms. Fischer will follow up with Mr. Peter's for this issue.

OPEN FORUM:

Homeowners spoke on various topics. They included the total cost of the November 22, 2013 special meeting; expenses related to the 1400 documents requested by Mr. Evans; solicitation of proxies and giving proxies to others; if meetings were being recorded; and the cost of cobweb abatement

NEXT MEETING DATE:

The next scheduled Board meeting will be held January 14, 2014, at 1:00 p.m. at The Management Trust, Monarch Division office, 39755 Berkey Dr., Palm Desert, CA 92211.

ADJOURNMENT:

With no further business to be brought before the Board at this time, the Board adjourned to Executive Session to discuss delinquencies and contract issues. The Board returned from Executive Session at 4:40 p.m. and adjourned.

Respectfully submitted,

Linn Wiley, Secretary/Treasurer

As prepared by The Management Trust

Date