

**PGA WEST Master Association
BOARD OF DIRECTORS MEETING
November 5, 2013
MINUTES**

A meeting of the Board of Directors of the PGA WEST Master Association was held on Tuesday, November 5, 2013, at 1:00 p.m. at The Ryder Cup room at the Private Clubhouse. A quorum of the members was present.

MEMBERS PRESENT:

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| Linn Wiley | Secretary/Treasurer |
| Jim Cox | Director |
| Mary Caldwell | Director |
| Mickey Evans | Director |
| Dick Moore | Director |

MEMBERS ABSENT:

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| Richard Hayes | President |
| Russell Roehrkasse | |

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 Secretary/Treasurer, Linn Wiley, at 1:00 p.m.

OPEN FORUM:

Homeowners spoke on various topics: the improvement of the landscape on PGA Boulevard; the discrepancy, resolution and legal costs associated with the Residential 1 issue; questions regarding proxies, which was noted had been referred to legal counsel; the difference in assessments between Norman Estates and the remaining membership; a member inquired about moving the Norman gate; an ownership question, which lead to questioning Board actions and liability associated with this along with individual Board member liability.

GATE AND PATROL SERVICES REPORT:

Mr. Pantanella submitted the incident report for the month of October 2013, which was reviewed and discussed by the Board.

Mr. Pantanella commented on a transponder issue that is being worked on.

APPROVAL OF MINUTES:

The Board reviewed the minutes of the October 8, 2013 Board meeting. Mr. Moore noted the motion under Compliance relative to the Community Rules was incorrect. It should read that the introductory portion of the Rules incorrectly refers to private roads.

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

The Board met in Executive Session on September 10, 2013 for the discussion of contract matters and delinquencies.

FINANCIAL REPORT:

The Board of Directors reviewed the financial report for September 30, 2013. Mr. Wiley presented the financial report for the month of September 2013.

Ms. Caldwell moved, Mr. Moore 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.

A discussion of the revised Community Rules and Regulations took place.

Mr. Wiley moved, Ms. Caldwell seconded to approve the revised Rules and Regulations to be sent out for the 30 day membership comment period along with the budget mailing Motion carried; Mr. Moore voted no.

LANDSCAPE:

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

She presented several requests:

1. A Hort Tech proposal to install turf in the Weiskopf roundabout in the amount of \$2,000. This will eliminate the center flowerbed as well as the one encircling the edge.
2. Completion of the wing wall/thicket areas for landscaping at the guardhouses at a cost of \$6,100.
3. New lighting for the same areas will total \$2,168.

Ms. Caldwell moved, Mr. Evans seconded to approve the expense of \$10,300 for the various requests, of which approximately \$8,000 will be funded from reserves. Motion carried unanimously.

Ms. Sturgill suggested the Board consider budgeting \$100,000 each year, over the next few years, in order to complete the PGA Boulevard renovation. The entire project is expected to cost in the neighborhood of \$750,000.

FACILITIES

Mr. Moore noted the possible meeting on November 14 to view the mountain lights.

Security Camera Cleaning Proposal

Mr. Moore requested this item be deferred to the December meeting.

LEGAL AFFAIRS

With Mr. Hayes absence, Mr. Wiley deferred this item to the December meeting.

INSURANCE

Mr. Cox noted there is nothing to report.

GOVERNING DOCUMENTS

Mr. Evans reported on the last meeting and that the committee voted to recommend obtaining a quote from Guralnick & Gilliland for a redline version of the Bylaws. A lengthy discussion ensued.

Mr. Evans moved, Mr. Moore seconded to obtain three bids for the re-statement and redline versions of the CC&R's and Bylaws. Motion carried, Ms. Caldwell voted no.

Mr. Cox will obtain the proposals for the next meeting.

COMMUNICATION

Ms. Caldwell noted the November newsletter is being drafted.

UNFINISHED BUSINESS:

CVWD Easement

As reported last month, Mr. Rembold is meeting with CVWD, regarding the easement. Verizon has the ball in their court. The issue should be resolved in a couple of weeks.

Draft 2014 Budget

Ms. Fischer noted the two budget options are based on the two security contract proposals. However they do not reflect the \$100,000 landscape request. This would add \$2.69 per unit per month to the budget. A discussion ensued.

Ms. Caldwell moved, Mr. Evans seconded to approve the budget with \$55,000 to be taken from retained earnings for the landscape request and an increase in assessments of approximately \$2 per month, per unit for the remainder of the \$100,000 landscape request. Motion carried unanimously.

Signature Development Agreement

Mr. Evans moved, Mr. Moore seconded to approve the Development Agreement with the ability for minor modifications, subject to final approval by Peters & Freedman. Motion carried unanimously.

Monterra Development Agreement/Easement

As the Board received the agreement at the meeting,

Mr. Moore moved, Mr. Cox seconded, to carry this topic over to Thursday, November 7th at 11:00. A conference call of the Board of Directors meeting will be held at this item to discuss this agreement.. Motion carried unanimously.

NEW BUSINESS:

VP Vacancy

This item was deferred to the December meeting.

Voting Rules/Election Process

This item has been referred to legal counsel, Peters & Freedman.

Office Copier Fax Kit

Mr. Moore moved, Mr. Cox seconded to approve the purchase of the office copier fax kit in the amount of \$858.60. Motion carried unanimously.

CORRESPONDENCE:

The Board reviewed the correspondence.

NEXT MEETING DATE:

The next scheduled Board meeting will be held December 3, 2013, at The Private Clubhouse at PGA WEST at 1:00 p.m.

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 4:30 p.m. and adjourned.

Respectfully submitted,

Linn Wiley, Secretary/Treasurer

As prepared by The Management Trust

Date