

**PGA WEST MASTER ASSOCIATION, INC.**

**MEETING OF THE BOARD OF DIRECTORS**

**May 7, 2013**

A meeting of the Board of Directors of PGA WEST Master Association was held on Tuesday, May 7, 2013 at The Ryder Cup room at the Private Club House.

**BOARD MEMBERS PRESENT:**

Richard Hayes, President  
Jim Cox, Director  
Steve Hastings, Director  
Richard Moore, Director  
Mary Caldwell, Director  
Mickey Evans, Director  
Linn Wiley, Secretary-Treasurer (Via Teleconference call)

**BOARD MEMBER ABSENT:** None

**ALSO PRESENT:** John Handel, Jodi Fischer, Donna Marinaccio and Robert Pantanella representing The Management Trust. Also Lee Weigel representing Guardsmark Security.

**CALL TO ORDER**

Mr. Hayes, President, called the meeting to order at 1:00 P.M. and indicated that a quorum was present.

**ORGANIZATIONAL MEETING**

At this time the Board of Directors elected their Board officers. Mr. Richard Hayes and Mr. Dick Moore were nominated for the position of President of the Board of Directors. A **motion** was made by Ms. Caldwell and seconded by Mr. Cox to elect Richard Hayes as President of the Board of Directors. **Motion Carried.** Five Directors were in favor and two Directors were opposed, Mr. Evans and Mr. Moore.

Mr. Dick Moore and Steve Hastings were nominated for the position of Vice-President of the Board of Directors. A **motion** was made by Ms. Caldwell and seconded by Mr. Cox to elect Steve Hastings as Vice-President of the Board of Directors. **Motion Carried.** Five Directors were in favor and two Directors were opposed, Mr. Evans and Mr. Moore.

Mr. Linn Wiley was nominated as the Secretary-Treasurer of the Board of Directors. A **motion** was made by Mr. Cox and seconded by Ms. Caldwell to elect Linn Wiley as Secretary-Treasurer of the Board of Directors. **Motion Carried.** All in favor.

### **OPEN FORUM**

There is no input from the homeowners that were present.

### **GATE AND PATROL SERVICES REPORT**

Mr. Pantanella submitted a report for the month of April 2013, which was reviewed and discussed by the Board of Directors.

Mr. Pantanella submitted pictures showing the new installation of a secondary gate on 58<sup>th</sup> street.

### **COMPLIANCE COMMITTEE**

Mr. Hastings gave a brief report of the Compliance Committee meeting held in April. Mr. Hastings said the May compliance meeting will have many citations from the three festivals that were held in April 2013.

The Board received an appeal request from a homeowner regarding the removal of a \$50 fine that he received for a guest that parked the wrong way on the street. The owner said that he did not authorize entry to the person in question. The Board would like management to respond to the homeowner. The homeowner will be asked to submit a written declaration from his tenants indicating whether or not they authorized the admittance of the person that parked the wrong way.

### **MINUTES**

A **motion** was made by Mr. Hastings and seconded by Mr. Wiley to approve the April 2013 regular session minutes as corrected. **Motion Carried.** Five Directors are in favor and one opposed, Dick Moore. Mr. Moore has corrections that he would like to add to the minutes. Mr. Hayes said to submit his additions of corrections in writing to be reviewed at the next Board Meeting. Mr. Moore had questions concerning the Open Session, Correspondence Section and the reaffirmation of the Election of Officers.

### **APPROVAL OF FINANCIAL REPORT**

Mr. Wiley gave the financial report. Mr. Wiley reported that the Association has both a strong operating and capital position. Mr. Wiley indicated that one Certificate of Deposit from the operating fund will be maturing on May 8, 2013. This Certificate of Deposit will be reinvested for six months. Mr. Wiley noted that three Certificates of Deposits from the reserve fund matured in April and they were reinvested for the same maturity length as they had previously. A **motion** was made by Ms. Caldwell and seconded by Mr. Cox to approve the March, 2013 financial statement as submitted. **Motion Carried.**

### **MANAGEMENT REPORT**

The Action List and Management report were reviewed by the Board.

### **COMMITTEE REPORTS**

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### **LANDSCAPE REPORT**

A landscape schedule and report was submitted by Hort Tech and reviewed by the Board of Directors. Mr. Zepeda noted that the planting of the summer flowers will begin on May 13, 2013.

### **LANDSCAPE COMMITTEE REPORT**

Ms. Sturgill noted that the Nicklaus gate area is in the process of being planted. Hort Tech's designer will be at the Nicklaus area when the plants are being installed.

Ms. Sturgill also had suggestions for the hardscape around the perimeter wall in front of The Signature. Mr. Hayes said that he would notify The Signature representative so that Ms. Sturgill could work with The Signature representative in softening the hardscape in front of the perimeter wall. Ms. Sturgill said that it would be better to wait until October to do the planting that she is suggesting.

Ms. Caldwell thanked Ms. Sturgill, Mr. Zepeda and the Landscape Committee for their involvement in the Nicklaus gatehouse project.

### **MAINTENANCE REPORT**

The CVWD easement for access to the Residence Club property has been sent to PGA WEST Fairways and The Residence Club for review.

### **LEGAL AFFAIRS COMMITTEE CROWNE POINTE/THE SIGNATURE**

Mr. Hayes noted that work has begun on the open area of the perimeter wall across from the Nicklaus gate. Mr. Hayes said that The Signature has a proposal for the golf cart path which is located inside their property. The Signature is proposing to have golf carts travel down the main street of The Signature property or to widen the golf cart path on PGA Boulevard and have golfers ride their carts down PGA Boulevard. Mr. Hayes suggested that a committee be formed to address any proposals for the golf cart path.

Ms. Caldwell noted that the sidewalk outside The Signature project needs to be continued with the existing sidewalk.

### **INSURANCE REPORT**

Mr. Cox noted that the insurance package for 2013 has been renewed with cyber insurance included.

### **LIGHTING REPORT**

A **motion** was made by Mr. Moore and seconded by Mr. Cox to approve the removal of old unused boxes that were around the old light fixtures, and the installation of new boxes to be installed around the new light fixtures. **Motion Carried.**

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## **OTHER BUSINESS**

### **GOVERNING DOCUMENTS COMMITTEE**

A Governing Document Review was submitted by Staff with a brief summary of the process as proposed by Wayne Guralnick, Esq. Mr. Hayes noted that Mr. Guralnick has begun reviewing the PGA WEST Master Documents.

### **RECOGNIZE MR. MURPHY**

A **motion** was made by Mr. Hastings and seconded by Ms. Caldwell to recognize all the work that Mr. Murphy has done over the past 13 years as a Board Member. A gift certificate for \$250 for LG's Steakhouse will be given to Mr. Murphy. **Motion Carried.**

### **LEGAL AFFAIRS**

Mr. Hayes would like the following topics on the agenda for the next Board meeting: Committee Assignments, Meeting recordings and Conflict of Interest.

### **ADJOURNMENT**

A **motion** was made by Mr. Hastings and seconded by Mr. Cox to adjourn the regular Board Meeting at 3:05 P.M. **Motion Carried.** The next scheduled board meeting will be held on June 4, 2013.

Respectfully Submitted:

  
Linn Wiley, Secretary-Treasurer