

**PGA WEST MASTER ASSOCIATION, INC.**

**MEETING OF THE BOARD OF DIRECTORS**

**January 10, 2013**

Final Approved Draft

A meeting of the Board of Directors of PGA WEST Master Association was held on Thursday, January 10, 2013 at Monarch Management, located at 39755 Berkey Drive in Palm Desert.

**BOARD MEMBERS PRESENT:**

Richard Hayes, President  
Jim Murphy, Vice-President  
Linn Wiley, Secretary-Treasurer  
Jim Cox, Director  
Steve Hastings, Director  
Mary Caldwell, Director

**BOARD MEMBER ABSENT:**

Dick Moore, Director

**ALSO PRESENT:**

John Handel, Jodi Fischer, Donna Marinaccio and Robert Pantanella representing The Management Trust.

**CALL TO ORDER**

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

**OPEN FORUM**

Deborah Brill stated that she had met with Mary Caldwell to review the duties of the Landscape Committee. Ms. Brill, along with Ms. Caldwell and other volunteers will inspect the Association's common areas and make recommendations as to where plant material should be replaced, added or removed. Ms. Brill said they would include Ralph Zepeda, the landscape manager, in these inspections.

**GATE AND PATROL SERVICES REPORT**

Mr. Pantanella submitted a report for the month of December, which was reviewed and discussed by the Board of Directors. The Board approved the purchase of two recording phones for \$100 for the Palmer Command Center. Mr. Pantanella has attended planning meetings for the upcoming Humana Challenge Golf Tournament at PGA WEST. The agreement for access of tournament attendees through the Ave. 54 maintenance gate has not yet been forwarded by the Association's Legal Counsel, David Peters. Mr. Peters will be reminded that the agreement needs to be signed before the tournament begins on January 14, 2013.

### **COMPLIANCE COMMITTEE**

Mr. Hastings gave a brief summary of the Compliance Committee meeting held in December. Mr. Hastings noted that of the 21 speeding violation notices sent out, 10 owners paid their fines prior to their hearing.

### **MINUTES**

A **motion** was made by Mr. Hastings and seconded by Ms. Caldwell to approve the December 4, 2012 regular session minutes as corrected. **Motion Carried.**

### **APPROVAL OF FINANCIAL REPORT**

Mr. Wiley reported that the Association is in both a strong operating and capital position, with \$1,750,000 in total cash. He noted that two Certificates of Deposit in the operating account and one in the Reserve account had matured and been reinvested at the same rates and terms. A **motion** was made by Mr. Murphy and seconded by Mr. Hastings to approve the November 30, 2012 financial statements as submitted. **Motion Carried.**

### **ACTION LIST**

The action list was reviewed.

### **COMMITTEE REPORTS**

#### **LANDSCAPE REPORT**

A landscape schedule and report was submitted by Hort Tech and reviewed by the Board of Directors. The turf has been fertilized and additional plants have been added to replace the ones that have died because of the recent low temperatures in the Coachella Valley.

#### **THE MAINTENANCE REPORT**

The CVWD easement for access to the Residence Club property has been sent to PGA WEST Fairways Association for signature. It has also been sent to the Residence Club to execute.

#### **CROWNE POINTE**

Mr. Hayes has met with the developer, Pointe Larson. An amendment to the wall agreement is still being negotiated to address the gaps in the perimeter wall, the installation of exterior perimeter landscaping and a substitution of \$50,000 in cash to replace the previous bond that had been in place. He indicated that negotiations should be completed within one or two days.

#### **INSURANCE REPORT**

The application for cyber insurance has been completed and submitted to the Association's insurance broker. Mr. Cox is awaiting a price quote for this policy coverage.

#### **LIGHTING REPORT**

Mr. Murphy indicated that the initial lighting contract has been completed. There were additional lights that needed to be installed in order to complete the project. (Continued on Next Page)

The Board agreed to pay for the additional cost to ensure a uniform appearance. A **motion** was made by Mr. Hastings and seconded by Ms. Caldwell to approve invoice #1085 in the amount of \$24,000 for the installation of the additional lighting by Rotolite. **Motion Carried.**

#### **OTHER BUSINESS**

##### **GAS COMPANY REQUEST**

The gas company has done the majority of maintenance on their lines located underneath PGA Boulevard. One more maintenance repair is left and will be done in February.

##### **ADJOURNMENT**

A **motion** was made by Ms. Caldwell and seconded by Mr. Wiley to adjourn the regular Board Meeting at 2:17 P.M. **Motion Carried.** The next scheduled board meeting will be held on February 5, 2012.

Respectfully Submitted:

Linn Wiley, Secretary-Treasurer