

**PGA WEST MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 11, 2016**

MINUTES

A meeting of the Board of Directors of the PGA WEST Master Association was held on Thursday, February 11, 2016 2:00 P.M. at the PGA WEST Private Clubhouse, 55955 PGA Blvd., La Quinta, CA 92253. A quorum of the members were present.

MEMBERS PRESENT:

Deborah Brill	President
Russell Roehrkas	Secretary/Treasurer
Penni Sturgill	Director
Dick Moore	Director
Sarah Murr	Director
Gary Dolenga	Director

MEMBERS ABSENT: None

ALSO PRESENT:

David Peters, Esq. – Peters & Freedman

John Beaman and Michelle Howard representing The Management Trust.

CALL TO ORDER:

The meeting was called to order by President, Deborah Brill at 2:02 P.M.

PRESIDENT'S REPORT

Ms. Brill opened the meeting and welcomed those in attendance.

OPEN FORUM:

One homeowner spoke during the forum in reference to the revisions to the governing documents.

H.S.A. PRESENTATION ON MASTER LANDSCAPE PLAN

Chuck Shepherdson with H.S.A. presented the master landscape plan to the Board and homeowners attending the meeting.

APPOINTMENT OF NEW DIRECTOR

The Association received a letter of resignation from Director Mickey Evans on 2/9/2016.
General Discussion

Ms. Brill nominated Mr. Gary Thorne
Mr. Dolenga nominated Mr. Steve Price

Ms. Brill moved, Ms. Murr seconded to appoint Mr. Gary Thorne to the Board as a new Director on the Board to fill the term of Mickey Evans, effective 2/11/16. Motion carried with Ms. Brill, Ms. Sturgill, Ms. Murr, Mr. Roehrkassee and Mr. Dolenga in favor, Mr. Moore abstained.

ORGANIZATION OF OFFICERS AND BOARD LIAISON/COMMITTEE MEMBER APPOINTMENT

Ms. Brill moved, Mr. Dolenga seconded to appoint Mr. Russ Roehrkassee as Vice President of the Board of Directors. Motion carried unanimously.

Ms. Brill moved, Mr. Dolenga seconded to appoint Ms. Sarah Murr as Secretary/Treasurer of the Board of Directors. Motion carried with Ms. Brill, Ms. Sturgill, Ms. Murr, Mr. Roehrkassee and Mr. Thorne in favor, Mr. Dolenga and Mr. Moore opposed.

Ms. Murr moved, Ms. Brill seconded to appoint Ms. Sarah Murr to the Community Services Committee as a member/Board Liaison. Motion carried with Ms. Brill, Ms. Sturgill, Ms. Murr and Mr. Thorne in favor, Mr. Roehrkassee, Mr. Dolenga and Mr. Moore opposed.

CONSENT AGENDA:

Approval of Board Minutes

1. January 14, 2016

Financials

2. Financials reviewed: balance sheet, comparative income statements, reserve expense summary and certificates of deposit from the operating and reserve accounts for the period ending December 31, 2015.
3. Community Services Report – Minutes dated December 2015
4. Compliance Committee Report – Minutes dated December 2015
5. Landscape Committee Report – Minutes dated December 2015
6. Community Services Report – January 2016

Ms. Brill moved, Ms. Sturgill seconded to approve and accept the consent agenda to include items 1 through 6. Motion carried unanimously.

MANAGEMENT REPORT:

Michelle Howard presented her management report that consisted of requests as follows:

Update, Survey Gates/Patrol Contractor & Management

At the January 14, 2016 Regular Session meeting, the Board tasked the Community Services Committee on creating a survey and providing a draft to the Board for further review. To date, the Community Services Committee is in process of creating the draft document and will have

further discussion at their upcoming meeting scheduled for Wednesday, February 17, 2016 at 1:30pm.

Monthly Reminder to Board Members on Agenda Item Cutoff Date

As noted in the June 2015 Regular Session meeting minutes, management will provide the Board a reminder email 10 business days prior to the cutoff date for agenda items and packet information. Management will send the Board a second reminder email 5 business days before the cutoff date. **Handout will be available at the February 11, 2016 meeting.

Water Usage Report for January 2016

1. 10543 Master Account - Water efficiency was in a "penalty" status for the month in the amount of \$388.08. The number of gallons used for this penalty was 231 gallons.
2. 10542 Master Account - Water efficiency was in an "efficient" status for the month.
3. 10465 Master Account – Water efficiency was in a "penalty" status for the month in the amount of \$1879.92. The number of gallons used for this penalty was 1,119 gallons.

**To date, the total overage penalties for January 2016 is \$2268.00 which equates to 1,350 gallons of water.

UNFINISHED BUSINESS:

CC&Rs & Bylaws Revision/Amendment

General Discussion. *Mr. Dolenga moved, Mr. Moore seconded to proceed with finalizing the language of the non-issue items and isolate the issue items to the member for a vote. Motion failed with Mr. Dolenga, Mr. Moore and Mr. Roehrkasse in favor, Ms. Brill, Ms. Sturgill and Ms. Murr opposed, Mr. Thorne abstained.*

**Director Gary Thorne left the meeting at 5:01pm.

Revised Transponder Policy and Proposed Fee Schedule

General Discussion. Ms. Brill moved, Mr. Dolenga seconded to provide the proposed revision to the Transponder Policy to the Community Services Committee for review and comment. The Board will review the committee's amendments/additions at the March 3, 2016 meeting. Motion carried unanimously.

Update, PGA WEST Logo Painting

General Discussion. Director Penni Sturgill provided an update on the logo painting. To date, The Club is involved with the logo painting project and once Penni is advised on their position with the logo painting, the Board will be advised of the information.

Summer 2016 Annual Color Installation

Ms. Sturgill moved, Mr. Dolenga seconded to approve the amount of \$12,000 for the order and installation of Vinca for the 2016 Summer color in all pertinent common areas. Motion carried unanimously.

CVWD Correspondence re: Request for Account Consolidation

General Discussion. Management to provide an update on this item at the March 3, 2016 meeting.

NEW BUSINESS:

Roto Lite Contract Renewal

General Discussion. Ms. Brill moved, Mr. Dolenga seconded to approve the contract renewal with Roto Lite for a one (1) year term in the amount of \$750.00 per month as presented. Motion carried unanimously.

Proposed Revision, PGA West Master Association Election Rules (Dolenga)

General Discussion. Mr. Dolenga moved, Ms. Brill seconded to send out the proposed revision to the Election Rules for a 30 day review & comment period with the membership with the next mandatory mailing. Motion carried unanimously.

Appointment of Nominating Committee (Dolenga)

Mr. Dolenga moved, Ms. Brill seconded to appoint Director Gary Dolenga as Chairperson of the Nominating Committee. Motion carried unanimously.

Monterra Development – Update

Management provided an update to the Board and homeowners who were present that Monterra's private grand opening is scheduled for Friday, February 19, 2016 from 4:00pm to 7:00pm at the model homes. The grand opening of the development is scheduled for Saturday, February 20, 2016.

Signature Development – Update

Signature has closed three (3) escrows with homeowners and received a high amount of foot traffic in the models during the Career Builder Tournament.

NEXT MEETING DATE:

The next Board meeting is scheduled for March 3, 2016.

ADJOURNMENT:

With no further business to be brought before the Board, the meeting adjourned at 5:21 P.M.

PGA WEST MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
February 11, 2016
Page 5 of 5

Respectfully submitted,
Sarah Murr, Secretary/Treasurer
As prepared by The Management Trust

Date