

PGA WEST MASTER ASSOCIATION  
BOARD OF DIRECTORS MEETING  
DECEMBER 7, 2017

MINUTES

A meeting of the Board of Directors of the PGA WEST Master Association was held on Thursday, December 7, 2017 at 2:00 P.M. at the PGA WEST Tournament Clubhouse, 56150 PGA Blvd., La Quinta, CA 92253. A quorum of the members was present.

MEMBERS PRESENT:	Deborah Brill	President
	Dick Moore	Vice President
	Wayne LeBlang	Secretary
	Penni Sturgill	Director
	Lee Gibbons	Director
	Steven Price	Director (via telephone)

MEMBERS ABSENT:	Russ Roehrkaase	Treasurer
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ALSO PRESENT:

Scott Randall – General Manager  
Ryan Hamilton – Assistant General Manager  
Christina DeJardin – Peters & Freedman  
John Beaman – The Management Trust

**CALL TO ORDER**

The meeting was called to order by President Deborah Brill at 2:10 P.M.

**PRESENTATION – CAREERBUILDER CHALLENGE**

Pat McCabe, the Tournament Director for this year's event, gave a brief overview of the plans for the 2018 tournament. Pat had prepared a draft 'Letter of Agreement' between the tournament and Association; and staff had made some recommended edits to the draft. After discussion, **it was moved by President Brill, seconded by Director Sturgill, and approve unanimously that the 'Letter of Agreement' be approved, as amended.**

**PRESIDENT'S REPORT**

President Brill gave a short overview of the topics discussed at the Board's Executive Session; and announced that the Board had approved contracts with Aggregate Products, Inc. to repave portions of PGA Blvd.; renewed our annual landscape maintenance contract with Hort Tech Landscape Management; renewed our management services contract with The Management Trust; and approved a technical services agreement with Sladden Engineering to provide inspection and material testing services associated with the repaving of PGA Blvd.

**OPEN FORUM:**

Six (6) homeowners spoke during the forum questioning the status of reimbursement from the Signature development; the status of the front entry project; suggestions for improving the Association's communications and outreach; proposed changes to the Pete Dye median; and when the Board be revisiting its assessments regarding the Norman subdivisions.

#### **CONSENT AGENDA**

Approval of Board Minutes and Reports

1. Board of Directors Regular Meeting – October 23, 2017
2. Landscape Committee – September 21 and October 16, 2017
3. Gates and Patrol Committee – October 18, 2017
4. Community Services Director Report Summary – September and October, 2017

**President Brill moved, Director Price seconded to approve the consent agenda as amended, by returning the Gates and Patrol meeting minutes to the Committee for its review. Motion to approve the Consent Agenda, as amended carried unanimously by voice vote.**

#### **FINANCIAL REPORT**

Mr. Randall introduced the financial statements for the months of September and October, 2017, including a review of the month and year-to-date revenues, expenses and balances; and the list of expenses from the Reserve Fund. **After discussion, President Brill moved, Director Sturgill seconded to accept the monthly financial statement as presented. Motion carried unanimously.**

#### **MANAGEMENT REPORT**

Mr. Randall presented a short report outlining the significant tasks initiated and/or accomplished within the past month.

#### **UNFINISHED BUSINESS**

##### Status Report on PGA Boulevard Entrance Design

Director Sturgill provided a brief update on the project; and responded to some questions that had been raised during the Open Forum.

#### **NEW BUSINESS**

##### Approval – Plant Replacement

Director Sturgill introduced a recommendation from the Landscape Committee to replace 584 plants throughout the community at a cost of \$9,709.20. **President Brill moved, seconded by Director LeBlang to approve the purchase of 584 plants through Hort Tech at a total cost of \$9,707.20; with fund to be paid from the Association's Reserve Fund. The motion was approved unanimously.**

##### Approval – Replacement of Gatehouse and Monument Signage

**Director Gibbons moved, seconded by Director LeBlang, that the proposal from Sign-a-Rama to replace gatehouse, monument and logo signage at identified locations be approved, at a total cost of \$34,253.85; with fund to be paid from the Association's Reserve Fund. The motion was approved unanimously.**

**ADJOURNMENT**

With no further business, the meeting adjourned at 4:15 pm.

Respectfully submitted,

Date:

Wayne LeBlang, Secretary  
As prepared by The Management Trust