

**Minutes of Master Management Board Meeting
January 16, 2014**

President Donna Capobianco called the meeting to order at 9:30 a.m.

In attendance were: Donna Capobianco, Dan Glickman, Eugene Goldman, Danielle LoBono, Bill Morse, Pierre Laliberté, Fred Rosenzveig, Not present: Charles Lusthaus, Ira Somerset.

Meeting Minutes:

Donna would like to amend the meeting minutes held December 24th, 2013. After review of the tape; in the last paragraph of the meeting minutes says, Special Meeting and should say Executive Session.

Gene Goldman moved to accept the minutes as amended and it was seconded by Dan Glickman. The motion was carried by unanimous verbal consent.

Danielle read a letter into the record addressed to the Board of Directors of CVE Master Management Co., Inc., written by Board member Ira Somerset. Effective immediately, due to personal issues, Ira Somerset respectfully resigns. Letter dated January 15, 2014.

At the request of Ira Somerset, Bill Morse reads a statement to the Board and the CVE community.

Gene Goldman moved that, the Board regrets the resignation of Ira Somerset and thanks him for his exceptional service through the many years and the motion was seconded by Fred Rosenzveig. Without objection the motion was passed.

Financial Report:

Month ending December 31, 2013, Revenue in the month is \$1,046,195; Expenses were \$1,025,611, Revenue exceeds Expenses \$20,584. Extraordinary Expenses \$27,500. Fire mitigation work on the preserve and legal Expenses of \$43,728. YTD Revenue \$11,828,274; Expenses are \$11,293,004; Revenue over the Expenses \$537,969. Cash on balance sheet of \$2,039,588. Cash in CD's \$1,000,491. So, there's a total cash of \$3,530,588. Net assessment receivables after the bad debt write-off is \$962,736. The total assets are \$5,478,153. Total liabilities \$3,891,582, total equity \$1,586,571. Attorney's collections on the outstanding items in the month of December was \$32,910. Full year collection by the attorney \$ 218,757. Outstandings breakdown for the month of December; 1 apartment unit seven years out representing \$8,830; 17 apartment units out at least 6 years representing \$126,537; there are 51 units out at least 5 years representing \$330,737; 56 apartment units out at least 4 years representing \$286,711; 52 units out at least three years representing \$192,413; 58 units out at least 2 years representing \$132,204; and 215 units out at least a year that represent \$84,811. 109 units fall into miscellaneous category.

President's Report:

Donna reads current litigation report status as of January 8, 2014 from Patrick Murphy's office which will be attached to the minutes, as well as published via CVEDB.com and video,

addressing seven cases against CVEMM.

Bill expresses the financial costs of these litigation issues to the unit owners of CVE.

Donna requests Dan to address his inquiry to her as to Comcast's involvement in the fifth case (Ventnor B). She will inquire why Comcast was not mentioned in Mr. Murphy's report.

Donna clearly states, at the last meeting, the 'no pets' policy was approved and so now the issue is enforcing the Village's 'no pets' policy / rule.

Donna Capobianco moved to have the pet policy on the blue boards at the gates clearly state 'No Pets' and it was seconded by Gene Goldman. The motion was carried by unanimous verbal consent.

Marcel has received legal advice as well as conducted research regarding pet policy rules and regulations as to fining and/or seeking court injunction. Marcel will draft warning letters once he has the amended rules and regulations to include in these letters.

Donna wants to make clear enforcement of the pet policy by issuing up to two letters of violation; with the next step being legal action. Once finalized, procedures will be posted in the Reporter every month as well as published on cvedb.com. Further posts will be agreed upon moving forward.

Executive Director's Report:

- 1) To date 237 customer service work orders were resolved in 1.99 days. These work orders were with regards to; irrigation, transportation, maintenance request, roadways, Comcast service, et cetera.
- 2) Review maintenance system for the entrances, install updates and upgrades and data storage which will be at a cost of \$12,000 for the year, including back-up server. Solid platform for data and access control for the Village will result in having one single database for ease of access and data entry.
- 3) Comcast has committed to addressing special Village channels (Channel 98 & 99).
- 4) The issues with 911 dispatch to specific areas, Marcel met with BSO to discuss options in identifying locations with ease and Walter will elaborate.
- 5) Additional bids were sought for the divided roadway sign, the flashing light location near the clubhouse. A bid is now in place to seek out solar lighting options, which will approximate \$2,000 along with the consideration of other lighting conditions through the Village intersections and entryways. Kent security rovers are in place and being utilized to conduct safety measures on the roadways, we are looking at lighted stop signs at specific areas.

- 6) Bids are being sought out for Tilford pool and decking renovations and will seek approval of motion once specific bids and specifications are complete.
- 7) A portable 100 kw generator is being considered.
- 8) The irrigation project is moving into Phase Two, about 46 percent of the way complete. Treasure Coast irrigation has installed new sod as part of landscaping and restoration. The irrigation contract that was approved in the December meeting is currently being drafted. The preserve maintenance project is underway. Standing water at the West Gate will be drained and placed in grassy area in depression.
- 9) The Hillsboro entrance sign will read "Welcome To", matching the other sign in appearance.
- 10) Transportation is in place, temporarily, through March. Efforts are being made to assist with resident's issues. The President of transportation, Michael Horshown, has a big desire to please the Village residents and will try his very best to be most effective in accommodating them.
- 11) Bids for ficus hedge perimeter and fence are still in the works.
- 12) Comcast requests for actions have been circulating to approve their representation of CVE interest and unit owners. Good contract or alternate provider will be sought by CSI.

Donna motioned to approve the Executive Director to hire CSI on a contingency basis per the agency agreement presented to the Board on 01-16-14. The motion is seconded by Danielle.

Dan raises concern as to the large amounts of money and how looking into the agency agreement -- and turns to compensation page. The details of the contract will be in Executive Session. Dan wants to be clear that CSI has said they do not have a non-disclosure agreement. Dan will defer to the Board.

Fred's concern is when discussions are done in public other vendors will have knowledge. Also, the community may not have the same information as the Board members do. Gene said there is no secret, it's more so for the protection of information. Donna refers to dispute clause; Section 14. Donna acknowledges the issue Dan raised and suggests voting and that if the vote does not pass, discussion will be continued in the Executive Session. And if the majority of the Board does not take issue then the Board should be able to go forward with the motion. Time is of the essence regarding this particular motion.

Fred makes suggestion to hold an Executive Session immediately following the meeting due to time constraints.

Donna sees, based upon the members present, how many are in a position where they are in favor of going forward with the motion.

No vote is taken at this time. Donna calls for an Executive Session immediately following this meeting. Donna indicates that the motion will stand, hold, and carry through on into an Executive Session.

Walter addresses the Board with an update on the happenings of the 911 call center and the way they will be responding more effectively. In yesterday's Area Chair Meeting a discussion occurred regarding 911 responses. The lakes do not have any accurate addresses. A meeting will be followed up with BSO. In addition to this, he met with Andre and wants to add swimming pools, tennis courts, and club entry and recreation entries all be identified.

Donna mentions all combined properties, throughout Century Village, will have a location number assigned to them, not just housing units or the residences. Donna alerts to the fact each of these assigned numbers will need to be memorialized by each. Otherwise, as Danielle pointed out, there was a time when a call placed to 911 dispatch occurred and there was difficulty in identifying the proper location. The Reporter will contain this information as well as a map. Gene reminds there are phone boxes around the pool areas but the call goes out to Texas.

Marcel circulated a Bid Analysis Summary Sheet for the domestic three inch water valve replacement project that is budgeted to take place over three years. There are three bids from three contractors. The valves are identified via map online. He discussed the need for replacement of valves. It is the same contract Broward County uses for all its repairs and Walter negotiated, getting all work within CVE at county pricing, per building not per valve. Discussions were clearly had and explained this is a very large project and trying to spread costs out.

Fred moved to approve the Executive Director to enter into a service agreement with A to Z Statewide Plumbing for an extended period to replace the three inch potable domestic water valves for feeding the 254 CVE buildings per the bid analysis and supporting documents presented to the Board on January 16, 2014 and the motion is seconded by Gene Goldman. After discussion, Fred and Gene withdraw the motion.

Donna recommends this discussion to be carried into the Executive Session. Walter will address the Board at the Executive Session.

Danielle indicates for inquires to Comcast customer service; there is a new bulk phone number as well as information online at cvedb.com. Comcast is proposing to send someone to address customer concerns.

Activity Properties Committee Report:

Danielle reports that Temple B'nai Shalom has agreed to a letter of understanding for the conditions of the Activity Center meeting rooms and storage. Three clubs; Democratic Club, Computer Club, and Progressivie Forum, will be going forward without issue. As for fee charges, there will be none. The security deposit will still remain with CVE. Le Club will still

have a rental fee. Everyone will be required to sign a contract with rules for rental. Dan makes suggestions of the contract wording. Donna clarifies the use of no cooking in the kitchen.

Gene Goldman moved to adopt the reservation contract and receipt document including the rules for rental and the letter to synagogue. The motion is seconded by Danielle LoBono. Motion was passed by unanimous verbal consent

Donna commends the efforts leading to these accomplishments and officially disbands the Activities Properties Use Committee.

Bylaws Committee:

Fred discusses the motion to amend Section 8.2, which has been copied and circulated including Bylaw amendment to section 8.2 concerning eligibility for being an officer on the Board of Master Management. Proposes the following amendment to be made to this particular Bylaw should the amendment be passed, that that proposition be put to the next COOCVE Board of Directors meeting to request their approval.

Fred moved that Section 8.2 of Master Management Bylaws, be amended to remove the requirement that the MM President and Vice-Presidents must reside in CVE for a minimum of 9-months of each calendar year and be members of the Corporation. If adopted the section shall read:

Section 8.2 The President and Vice Presidents must be members of the Corporation's Board of Directors.

The motion was seconded by Dan. Motion passes by unanimous consent.

Fred moved that this amendment be brought to the next COOCVE Board of Directors meeting and requests that they adopt this change. Motion is seconded by Donna. Motion passes by unanimous consent.

Member Comments:

Marcel addresses Danielle's comment regarding the front entrance lighting conditions as well as the appearance of a more-defined entry into the Village and says he will analyze the request.

Danielle mentions residents need to be reminded to get the auto barcodes, and ask Andre to have his staff remind drivers to get barcodes.

Dan offers Gene a formal apology for his actions and takes responsibility. Donna acknowledged her admiration for the civility of the members of the Board and Dan's openness to admit publicly his actions.

Fred is appreciative of Marcel's quality Executive Director's Report that he presents.

Announcements:

The next meeting is scheduled for February 13, 2014.

Open Mic:

Tom McClave – signed in on sign-in sheet but was not present.

Jim Brouillette – addresses the noise generated by the new buses and the location of the buses and the location of where they park, Keswick B.

Stephen Rukasin – Thanks Bill for the breakdown figures he has been presented and is interested in getting money back that has been dispensed for legal fees.

Fred Sherman – Entrance sign regarding rules and regulations and wants to eliminate some of the excess signage, and to drive home the ‘no-pets’ policy.

Adjourn:

Motion to adjourn was made at 11:59 p.m.

Respectfully submitted

Danielle LoBono
Secretary of the Board of Directors

The signature of the Corporate Secretary above indicates only that these are the minutes adopted by the Board of Directors in open session on March 13, 2014.