

Minutes Master Management

April 10, 2008

Board of Directors of Master Management – April 10, 2008

Members present: Reva Behr, Donna Capobianco, Harry Chizeck, Donna Dowling, Anthony Falco, Gene Goldman, Jules Kesselman, Jack Kornfield, Susan Koser, Marilyn Lane, Bob Marcus, Bill Morse, Charles Parness, Mel Schmier, Ira Somerset. Guest: Robert Kratchoff, Director of Operations

Minutes

A motion was made and passed to waive the reading of the minutes. Additions and corrections: Marilyn Lane made the recommendation for the \$55,000 cap for the Irrigation Study; several additions to the wording were proposed.

Diane Davis was welcomed as the new scribe.

The following should be inserted preceding the 4th paragraph under New Business: Donna Capobianco made a motion to discontinue the discussion. Bill Morse seconded the motion. Charles Parness changed the motion to table all further discussions. Jack Kornfield pointed out that the resolution of the Board following the review of the contract by the irrigation committee, input from the Board members to submit contract, Board members comments, and attorney for review was not being followed.

A motion was made that all future suggestions for changes/corrections and additions be submitted in writing at the meeting. Seconded and passed (13 to 2).

Treasurer's Report - Bill Morse

The CVE Master Management Financial Report prepared by Bill Morse was distributed to all Board members and discussed. Net status of assessments received from monthly coupons due from unit owners is in arrears and has increased. Net status of prepaid assessments is decreasing. The prepayment amounts are based on month to month.

Does the equity of \$923,853 mean we are holding \$923K of the unit owner's money? No, the equity is the ownership that MM has according to the financials. This is the difference between the assets - things we own vs. liabilities - the debts we owe.

Some of it is from not spending money that was budgeted; it is also from operating items that haven't been spent yet. The budget is annual but the spending is not the same from month to month

Question - Do we need to see if we are in violation of the MM Agreement by budgeting for expenditures and choosing not to expend the funds?

How do we pay for running irrigation pumps and for the lighting? The meters are read by FPL; since most of the pumps and lights are connected to Association electric services, Century Maintenance makes adjustments, charges the associations and pays the bills.

President's Report - Charles Parness

A motion was made by Gene Goldman to approve unit owner refunds for coupon overpayments. Mel Schmeir seconded. Motion passed unanimously.

The county busses are under contract and will continue. The rumors are NOT true.

Mel Schmeir and Bob Kratchoff were asked to look into the possibility of security cameras at gatehouses.

The irrigation project contract and comments from all Board members were submitted to Mark Bogen for review.

The next scheduled Board meeting will be May 8.

Correspondence - Susan Koser

Letters from various owners of Newport G regarding iguanas nesting under the building. They are not part of our contract so there is an added cost to be paid by the Association.

Letter from Marion Chichetti and Jeff Chester - regarding trolley service on 3/31

Letter from Maryann - regarding need for additional trolley in Newport O area

Letter from Millicent Maurer - regarding use of speed bumps.

Letter from Linda Agresti - regarding landscaping on Hillsboro Blvd.

Committee Reports

Trolley Tours - Ira Somerset

Trolley Tours has requested that we share the increased cost of fuel with them. The contract and Trolley Tours tax returns were reviewed. Trolley Tours has made

several cutbacks to the service such as; selling advertising, cutting back from six to five routes; lunch breaks. The existing contract states no increases for the life of contract. About 24% of these costs are attributed to fuel costs. Splitting the fuel cost would be an additional cost of approximately \$50,000 to MM, depending on fuel prices.

We have been looking at alternate providers to compare cost, service and reliability. There are some who could be available on short notice. A new contract will be more expensive, but would include brand new vehicles, low riders, all ADA-compliant.

The chair stated that a motion is not needed if we have a general consensus of the Board. It is the general consensus of the Board that Master Management not cost share the fuel increase at this time. If Trolley Tours is able to provide additional information better supporting their request we will be more than willing to review it and reconsider our decision. A letter informing Mr. Perez of this decision will be sent.

Legal Report – Donna Capobianco

A meeting was held with Mark Bogen, Charles Parness, Ira Somerset, Ira Grossman and Donna Capobianco to discuss current legal issues: review of irrigation contract, Comcast firewall, golf course issues, and an agency agreement with COOCVE. Mr. Bogen agreed to take on the legal representation of MM at a rate of \$200/hour now and discuss an annual fee at a later date. A condition is that all lien work for MM would be handled by Mr. Bogen with no upfront costs.

A motion was made to hire Mark Bogen, as general counsel at a rate of \$200/hour with a cap of \$20,000. Seconded. Motion was amended to require a monthly report to the board listing all legal activities, provided this information be kept confidential. The amendment was accepted and seconded. Motion passed unanimously

Website – Donna Capobianco

The Website is up and running with over 224 registered users. Overall the comments are very favorable. Included on the website will be announcements, all minutes, lists of members on committees. This website is linked to but independent of The Reporter's website.

Comcast – Donna Capobianco

Recently, the Recreation Committee made a decision to unplug Community Channels 98 and 99 and move it to MM at a recent meeting. For MM to run the equipment, a fiber optic cable would have to be installed at our location at an additional expense to the community. Donna Capobianco, with the help of Donna Dowling, appealed to the Recreation Committee. The motion that was made was rescinded, seconded and tabled for a later discussion. A committee was formed to communicate between MM and Recreation Committee to discuss the outcome of the community channels. Donna Dowling will advise Donna Capobianco when a decision is made.

Landscaping Committee – Reva Behr

Tree Cutting:

Contract with Shalom Tree Care, has been signed and tree trimming, shaping and pruning will commence late April and conclude at the end of May 2008. A flyer was prepared naming the four companies that bid on our contract and their bids so that they can address their association trees and to inform them of our tree-cutting project. COOCVE will be distributing the flyer to all association presidents.

Phil's Tree Service was subcontracted by CMM to trim the trees on MM property (no cost to MM) in the near future. CMM will also be trimming the tops of all hedges around the entire village including around the entire perimeter.

Landscaping:

A motion was made to recommend that we obtain proposals in order to hire a Street Design and Landscape Architect to prepare a design that would depict the renovation and redesign of the following: front, west and east gate entrances; gate houses all entrances; new landscaping at all entrances; lighting at all entrances; new Century Village East – signs to be placed at all gates. Seconded and passed unanimously. Charles Parness asked Jack Kornfield to investigate costs associated with this motion and the use of Master Gardeners and report back to the Board.

A motion was made by Reva Behr to place a moratorium on tree planting on MM property at this time. Seconded and passed (13 to 1).

There was a mandate to plant that was signed by a previous Board. However, there are no copies of the document and the Vice-Mayor requested the City Landscaper prepare a new mandate. We have not received the document.

A motion was made by Reva Behr that we consider removing all the dead trees on MM property before hurricane season. Seconded and passed (13 to 1).

There are hedges that appear to be diseased along the fence on Hillsboro that need to be inspected and possibly removed and replaced so that they do not spread any disease.

Barcode System – Bob Marcus

Bob Marcus presented the following recommendations: continue the use of the existing barcode system; introduce pricing changes from \$5 to \$6 with the guarantee that any defective decals be replaced free of charge for up to five years or as long as they own the car, whichever occurs first. He also recommended a modification of the existing process to correct the following issues; application of decals, recruitment of volunteers; security issues and to look into the possibility of selling the system that was purchased several years ago.

Charles Parness directed the committee to continue to look into this. A motion was made that Bob Marcus obtain an accurate price for barcodes. Seconded.

The motion was tabled. (11 to 3).

Bob Kratchoff

Signage – Following a meeting on April 9th with Century Maintenance, Bob was assured by Ken Brown that it will be completed soon.

Perimeter hedges – still on-going

Tree trimming – G&V Shalom will begin on April 22 and take five to six weeks to complete

Carpet – The carpet at Le-Club and the activity center is in very poor condition. Le – Club carpeting is in very poor condition and Bob's recommendation to the Board is to replace the carpet at Le-Club. After reviewing and conducting a test on the carpet at the activity center Bob is recommending having the carpet cleaned. He will have proposals at the next Board meeting.

Lighting – Bob contacted FPL and marked poles that need repaired. It takes five to seven days for repairs.

Fencing – Bob will have proposals at the next Board meeting to repair the poles on the fencing at East and West Drives.

Reflectors – discussed the installation of the reflectors with Ken Brown as most of them are missing and need to be addressed.

Le Club electrician - The electrician that was interviewed for Le-Club didn't get back to me. Bob will call him.

New Business

A motion was made that unit owner refunds be paid, once they have been validated, without coming back to Board for approval. Seconded and passed unanimously.

The following items will be addressed at the next Board meeting, employee increases; hiring of a business manager; pharmacy space; Seacrest Services and barcodes.

We will refer the question of who is responsible for repairing the streets that the trolleys run on to Mr. Bogen.

It was pointed out that the resolution of the Board following the review of the contract by the irrigation committee and input from the Board members to submit contract and Board members comments and attorney for review was not being followed.

A motion was made that when individuals get a 2nd barcode for the same car there will be no charge. Seconded. The motion was amended to read that any barcodes issued as of a certain date and fail within two years be replaced. Seconded.

A replacement motion made that any new barcodes issued for the same car as of April 14, 2008 will be replaced at no charge if the barcode fails within two years. Seconded and passed (7 to 3).

Adjourn:

The meeting was adjourned at 12:10p.m.