

Minutes of Master Management Board Meeting

4-22-09

President Ira Somerset called the meeting to order at 9:30 am on Wednesday, April 22, 2009.

In attendance were Reva Behr, Harry Chizeck, Dick Ciocca, Anthony Falco, Gene Goldman, Jules Kesselman, Jack Kornfield, Susan Koser, Bob Marcus, Bill Morse, Charles Parness, Mel Schmier and Ira Somerset. Guest present was Bob Dolson, Business Manager.

After the Pledge of Allegiance and a moment of silence, the Board had an open mic session:

Open Mic

Mr. Sachs – would like the agenda of the Board meeting circulated to the community.

Joe Rubino – made a comment about Comcast regarding the annual meeting with Comcast. Nothing was reported and the service is getting worse as we now have three blank channels and 98 and 99 is still not working.

Anthony Falco made a motion to accept the March 13 and March 23 minutes as stated. Donna Dowling seconded. Motion passed unanimously.

Correspondence – Bob Dolson

MM has received several complaints that it is difficult to reach Seacrest Services by telephone. Response: Referred to Seacrest Services for consideration.

Complaints were received about spilled white paint on the West Drive, bus bench slats, roadway deterioration and roadway lighting. Response: The spilled white paint has been asphalt sealed to cover it, bus bench slats have been turned over to maintenance for correction, most have been corrected and roadway deterioration is being addressed through a proposal to the BOD and the roadway lighting has been corrected.

Received twelve letters requesting stops at J&J Farms, express buses to Swansea and Westbury, compliments to the bus drivers, and modification of

services. Response: Letters will be given to the Transportation Committee for review.

Received were requests for better signage. Response: A request for approval to the BOD to change current sign vendor should resolve the sign issue.

Several complaints were received from the Prescott area about Seacrest parking golf carts in the Master Management parking lot. Response: Attempting to resolve with finding alternate parking place and/or replanting missing sections of screen hedge.

Presidents Report – Ira Somerset

A representative from Seacrest, Barbara, will be in the office on Wednesday's from 9am-12noon and will be there to help residents with any MM/Seacrest coupon issues.

A letter was received from the City informing us of problems and code violations to the garage doors to the dumpster "rooms". The City reminded us of the past noted violations and that we make necessary corrections. The City agreed to re-inspect the rooms and give us a list of violations that need correction. If they are not corrected, the City stated that they will issue citations for code violations.

Ira also stated the change to the No. 48 bus schedule. This change will extend the trip time by five minutes.

An emergency irrigation variance was received by CVE. This will allow CVE to irrigate Sunday through Thursday from 4pm to midnight.

As of this past Monday, April 20th, the daytime irrigation and maintenance repair crew will be working from noon to 8pm Monday through Thursday to expedite the repairs in Newport and regular maintenance to both MM and the Associations. Ira stated that IDG's report is approximately 85% complete.

A suit was filed in circuit court by Mark Bogen alleging slander against Donna Childrey for comments that she allegedly made against Mr. Bogen in September.

Ira Somerset reminded the community that unauthorized valve turning takes water from downstream users and interferes with repairs of the system. Fresh water watering costs thousands of dollars each week. Please be considerate

and report anyone turning irrigation on without authorization or using fresh water to water other than new plantings. The golf course letter of intent is being prepared.

Charles Parness stated that with regard to the slander suit against Donna Childrey, he made a motion not to exceed \$100,000 in defense of Donna Childrey. There was no second.

Financial Report - Bill Morse

The CVE Master Management Financial Report prepared by Bill Morse was distributed to all Board members and discussed in detail. For the month of March 2009 Total Revenue \$ 742,862.50; Total Expenses were \$ 780,114.78, Net Loss of \$ 37,252. The loss is partially due to a 5-week month of trolley and security guard services. YTD Total Revenue was \$ 2,238,915.67, Total Expenses were \$ 2,331,806.58; Operating Loss was \$92,890.91. It was noted that landscape and irrigation charges are expected to increase in the months ahead.

Ira Somerset stated that MM has printed the checks from the insurance exchange fund. Association officers or directors can pick them up in the MM office.

Project Updates

Business Manager's Report - Bob Dolson

The Mechanical Engineer report on the A/C units in LeClub was distributed to the BOD.

Pump Repairs

As of April 13th the BOD allocated \$27,000 for pump repairs and we have spent to date \$26,630. Anthony Falco made a motion to allocate an additional \$4,000 for pump repairs. Gene Goldman seconded. Motion passed unanimously.

LeClub A/C Unit

Bob Dolson discussed the replacement of the A/C unit at LeClub. Gene Goldman made a motion to approve the proposal from Cool Team to remove the LeClub 40 ton units and replace them with two 30 ton units as per the proposal

plus add-ons for a total of \$101,071. Bob Marcus seconded. After a discussion, Gene Goldman amended the motion to include that we proceed as long as the Carrier unit meets the legal requirements by law, the proposal of the Carrier unit is equivalent to the Train unit and Bob Dolson will discuss, and have it in writing, with the consultant to see if he has any concerns on using a Carrier unit. Motion passed unanimously.

Architectural Detail - LeClub

Bob Dolson discussed the roofing project at Le Club. This includes the replacement of the Architectural Detail in front of Le Club. The present color is Tudor Brown and Bob Dolson is asking the Board if they would like to change the color at this time. Bill Morse made a motion that we leave the present color the way it is. Harry Chizeck seconded. After a discussion, the motion passed 10:2.

Gatehouse Rain Gutters

Bob Dolson discussed a proposal from Rainbow Gutters and a conceptual agreement on painting and maintenance of the gatehouses. Anthony Falco made a motion to approve the proposal from Rainbow Gutters for \$1,109 to replace the gutters and for a conceptual agreement on painting/maintenance of the gatehouses. Dick Ciocca seconded. Motion passed unanimously.

Seacrest Janitorial

Bob Dolson discussed having Seacrest janitorial services provide monthly carpet shampooing of all MM carpets and on demand spot cleaning for \$480/month. After a discussion, Anthony Falco made a motion to have Seacrest clean all MM carpets and gatehouses once a month and maintain equipment onsite so that they can spot clean as needed. Gene Goldman seconded. Bob Marcus made a motion to table until we get additional bids. Jack Kornfield seconded. Motion defeated 4:8. Mel Schmier made an amendment to the motion that we do the cleaning every two months and spot clean as necessary. Bob Dolson stated that Seacrest would not keep a machine on-site. After a discussion, the motion passed 10:1 with 1 abstention. (no vote was Jack Kornfield)

Signs

Bob Dolson discussed with the Board the current situation with Mr. Blum from Columbia Signs and other alternatives. Mr. Blum is refusing to make any additional signs without a new contract and new pricing. The Board had previously approved additional funds of \$16,184 to complete the sign project. Mel Schmier made a motion to approve the sign contract with Signsations for an additional \$18,188 to complete the sign project. Gene Goldman seconded. After a discussion, the motion passed 10:2 (no votes were Jack Kornfield and Charles Parness)

Safety Loop Detectors

Bob Dolson discussed with the Board the need to have Safety Loop Detectors to prevent the bar from coming down on a car installed at East Gate, West Gate and the Hillsboro Gate visitor lane. After a discussion, a motion was made by Reva Behr to approve a proposal from Gate Systems in the amount of \$2,455 +tax to install Safety Loop Detectors at the East Gate, West Gate and Hillsboro Gate Visitor Lane. Mel Schmier seconded. After a discussion, the motion passed unanimously.

Tilford Pool

Bob Dolson discussed a request to change the current pool vendor at Tilford pool and approval for cleanup and repairs. Bob stated that the current pool vendor is not doing a good job in cleaning and maintaining the Tilford pool. A motion was made by Gene Goldman to accept the proposal from Knox Pools for 3 service calls per week at Tilford pool for \$475.00 per month and initial clean up and repairs at a one-time charge of \$540. Jack Kornfield seconded. Motion passed unanimously.

Asphalt Vendor

Several small potholes were repaired; no major asphalt repairs performed this month pending the selection of an asphalt contractor. Bob Dolson discussed a request to use Five Star Paving as a preferred vendor for all road patching and asphalt overlay. Asphalt repairs are constantly needed in CV. In the past, areas were measured and sent for competitive bids, and then to BOD

for approval. After a few tries the unsuccessful bidders decline further bids, making it difficult to get a competitive bid. A motion was made by Charles Parness to approve Five Star Paving as the preferred vendor at the pricing specified in the proposal. Dick Ciocca seconded. Motion passed unanimously.

Road Repairs

Bob Dolson presented a request to the Board for Five Star Paving to repair roadways in 39 locations throughout the community. After a discussion, a motion was made by Jack Kornfield to approve Five Star Paving to repair approximately 995 square yards of asphalt in 39 locations for approximately \$14,000 plus tax, key cuts and permit fees. Anthony Falco seconded. After discussion, motion passed unanimously.

Transportation Committee

Jack Kornfield presented the Transportation Committee report to the Board. He stated that a "safety" conference with Nancy Giordano and Eva Rachevsky led to improved bus-boarding of the West Route bus at the Clubhouse. A new internal bus schedule can be found on page 38B of the CVE Reporter published in April, 2009. Jack Kornfield made a motion that the bus schedule stop named "Century Real Estate" be renamed "Upminster Pool." Reva Behr seconded. Motion passed unanimously.

The Committee still has not received much of the insurance information it is entitled to from Quality Transport Services (QTS) despite the motion passed on March 12, 2009, namely: that Patrick Murphy, Esq. obtains all insurance information that CVEMM is entitled to as specified in its contract with QTS. Further action by Mr. Murphy seems to be needed and we would ask that Mr. Murphy be informed of the same.

The Committee has not been receiving written concerns about transportation transmitted by Eva Rachesky to the MM office. It also appears that data from United Security has been misplaced. The Committee has not received much of the data it is entitled to from QTS. Jack Kornfield requested that Bob Dolson prepare an accurate inventory of all the information in-hand for the Committee by

April 28th. Ira Somerset reminded Jack that the office staff is limited and the reason why we have committees is to help take the burden off the minimal staff we have. Charles Parness volunteered to catalogue the information.

A Transportation Forum will be held on April 30, 2009. Jack Kornfield made a motion to provide special buses to NE Focal Point for the transportation forum being held on April 30th at an additional cost of \$150. Jules Kesselman seconded. Motion passed unanimously.

Comcast Committee

Dick Ciocca stated that the committee has been meeting with Comcast and is working on resolving all issues.

Security Committee

Bob Dolson discussed with the Board the need for cameras at various gates. This would require several cameras and DVR's. The incoming lanes would only be recorded as it is much more important monitoring who is coming into the community and would keep the cost down. The cost is approximately \$30,000 for all three gates. Only one vendor was solicited. After discussion, the Board has given Bob Dolson direction to look into further vendors for bids for security monitoring.

Activities Committee

Harry Chizeck thanked Bob Dolson for his hard work and help in what is going on in the Activities Center. The lighting and sound system at LeClub is currently being worked on.

Old Business

Board Vacancy

Ira stated that the Board received two resumes within the timeframe and one that came in late. Anthony Falco made a motion that we extend the deadline to May 7th to submit resumes and to have an election at the next BOD meeting May 14th. Charles Parness seconded. After a discussion, the motion passed 6:5.

Ethics Motion

Charles Parness revisited the motion that was tabled at the last BOD meeting. Charles Parness made a motion that neither Master Management nor any of its Directors shall accept any gifts or any other donations from individuals or companies that are doing business with Master Management or from those who are being considered to provide materials or services to Master Management. Jack Kornfield seconded. After a discussion, Mel Schmier made a motion to table. Reva Behr seconded. Motion defeated 4:5. The Board then voted on the original motion and the motion passed 6:3. (No votes were Reva Behr, Anthony Falco and Susan Koser)

New Business

Estoppels

Ira Somerset discussed with the Board the Estoppels process. This is a certification process that when there is a transfer of property and this certifies how much is owed to MM by the unit at the closing. Seacrest has been doing this for MM and charges \$100. Seacrest stated that this is a service that MM might want to bring in-house. After a discussion, the Board agreed that we should look into it and get more specifics.

Good and Welfare

Mel Schmier read from the bylaws section 7.1 – power and authority to manage the affairs of the corporation vested in the BOD, etc., makes no differentiation between policy and operation or Officers and any of the Directors. Mel stated that he had an issue with the attitude that seems to indicate that the Officers are above question and a matter of operation rather than policies and are not open to question or discussion by a member of the BOD at a BOD meeting. Gene Goldman stated that the President is the CEO of the Corporation and shall act as Chairman of the BOD and have all the powers and duties of that office. Ira Somerset commented to the Board that there are Committees and staff that do the best job they can. The governing body either accepts or rejects the report and should not pick it apart.

Corrections to these minutes:

At the May 13 meeting a statement regarding a Board member taking it upon himself to disseminate information without authorization was deleted from these minutes.

A statement made by Jack Kornfield noting that there have been three Administrative Assistants since January was added to these minutes.

Mel Schmier made a motion to adjourn the meeting and Reva Behr seconded.

Respectfully submitted,

Ira Somerset, President