

Minutes of the
CVE Master Management Board of Directors Meeting
Thursday, June 7, 2007

A regular meeting of the CVE Master Management Board of Directors was held on Thursday, June 7, 2007 at 9:35 AM in the Clubhouse.

Roll Call – The following (11) members were in attendance: Donna Capobianco, Stanley Eig, Sandy Knoller, Lou Spitz, William Morse, Charles Parness, Eugene Goldman, Judy Olmstead, Reva Behr, Jules Kesselman and Ira Somerset (via phone). Absent (4): Eli Weisberg, Harry Chizeck, Donna Dowling. Also present: Ex-officio COOCVE President Ira Grossman and Sergeant-at-Arms Al Miller.

Reading of the Minutes – Charlie Parness made a motion to waive the reading of the Minutes of the two previous meetings -- May 24th and May 31st. This was seconded by Reva Behr and passed unanimously.

Financial Report - Fred Brown will present his report at the next meeting.

President's Remarks –

Donna announced that Ei Weisberg resigned from the Board as of June 1, 2007. Charlie Parness made a motion to nominate Jeff Chester to fill Eli's seat. Gene Goldman seconded the motion. Discussion followed during which Charlie withdrew his motion in order to give the Board time to obtain additional names and resumes for consideration. Bill Morse made a motion that the Board go through a similar process to that used before: review applications and resumes, using those submitted by the June 21st deadline. Judy Olmstead seconded the motion, which passed with one opposed. Donna asked Ira Somerset to ask Jeff Chester via email if he is willing to be nominated and willing to send notices to his email list that MM is open to receive applications and resumes. Applicants should send such documents to Donna's email address or deliver to the MM office for her.

In continuous cost-cutting measures, Donna asked Security and Century Services (also referred to as CSS or Century Services Systems or Century Maintenance & Management or CMM) if they would offer discounts on their services. Security said they would take \$500 per month off our bill for the four months June through September. Donna discussed the tree grinding project with Century Services. We have 12 proposals by area, the first seven of which will be completed by the end of this week. For now, we will keep the balance of eight to twelve on hold. This savings totals \$37,560, approximately 40% of cost.

Meanwhile, we have been cutting costs and are not spending on new proposals unless we have a mandatory or emergency situation. We will postpone decision on an Operations Manager until all input regarding our CSS contract and what services we get from them is reviewed.

Donna informed CSS that bids and pricing are required on all proposals.

Permits were granted for Grantham pumps and James of Century Services knows the next step is for him to go thru FPL for processing.

There was discussion regarding the proposed Operations Manager position, whose function Donna said would be to oversee day-to-day operations and monitor CSS work. We need to determine if such position would conflict with our Century Maintenance & Management contract. She pointed out that the COOCVE Schedule A agreement is different from the MM Schedule A. Gene Goldman pointed out that previous MM boards assumed that CSS has a

management role, yet if that is true, CSS should be forced to act accordingly or pay back what we paid them. Donna said we pay CSS \$9,437.11 in contract fees per month and pay additional fees for most services performed by CSS or a sub-contractor. It was decided that Judy Olmstead and Bill Morse will review the CSS property management contract and report back to Master Management.

Bill Morse pointed out that there are three positions to be filled within the office which can be covered by two people: Full Charge Bookkeeper/Office Manager and Administrative Assistant. Discussion followed regarding hiring from within, methods of advertising these positions and probable costs per hour for each individual. Judy Olmstead made a motion to take steps to fill the two positions: Full charge bookkeeper/office manager and administrative assistant, including the option of using temps with the right to hire permanently through the employment agency and using advertising and employment websites. Reva Behr seconded this and discussion followed, after which Gene Goldman made a motion to rescind Judy's motion. This was seconded by Reva Behr and passed unanimously.

Judy then made a motion that Donna Capobianco take whatever steps are necessary to fill the three job functions combined into two positions: Full charge bookkeeper/office manager and administrative assistant. This was seconded by Lou Spitz and passed unanimously.

Donna announced that she will be out of the office from June 12 until June 15 and that Vice President Stanley Eig had offered to chair a meeting in her absence. However, some Board members expressed discomfort with this. Gene Goldman made a motion to remove the current vice president from office. Bill Morse seconded this. Discussion followed, during which it was pointed out that the VP position requires being able to take over Donna's activities which include computer, email and other web-related functions. Stanley Eig was asked if he could do these things, to which he replied, "No." The motion passed with a majority of 11 to 1.

Gene Goldman made a motion to place Charlie Parness into the Vice President position. This was seconded by Ira Grossman and passed 11 to 1. Charlie Parness is now Vice President of Master Management.

Gene Goldman made a motion to create a position of 2nd Vice President in accordance with incorporation documents. This was seconded by Judy Olmstead. After discussion, the motion passed with a majority vote.

Charlie Parness nominated Judy Olmstead for 2nd Vice President. She declined. Charlie nominated Gene Goldman, who also declined. Ira Grossman nominated Bill Morse who also declined. No nomination was accepted; case closed for now. Discussion followed regarding whether to hold the scheduled June 14th meeting or postpone it until June 21st. It was decided to cancel the June 14th meeting and hold the next meeting on June 21st.

Correspondence – Correspondence was read to the Board from Ellesmere, Roy Lichstein, Rolf Grayson and Brownstein. The only action taken was that Judy Olmstead will draft a letter of response to Ellesmere regarding the security issue.

Committee Reports -

Judy Olmstead introduced the issue of whether BSO (Broward Sheriff's Office) should be allowed in and if it should be under COOCVE or MM control. After discussion, Lou Spitz made a motion to accept a McMann proposal to have a traffic survey around the circle performed and submitted to BSO at a cost of \$9,500. This was seconded by Reva Behr and passed unanimously.

Old Business – None.

New Business: Master Management has received Becker & Poliakoff bills which included fees for Keswick C, foreclosure complaints and other building issues. MM has a \$200 annual retainer and is responsible for paying building association bills if the buildings refuse to pay. Bill Morse reported having discussed this issue with some COOCVE officers and learned that they would like to leave the arrangement as it is. Judy Olmstead made a motion to notify Becker & Poliakoff immediately that they are not to bill MM for work performed for any association and make their own fee arrangements with any building associations that wish to retain their services. This was seconded by Lou Spitz. Discussion followed, after which the motion was unanimously passed.

Good & Welfare – Open Commentary – Meeting exceeded two hours.

Motion to Adjourn: Gene Goldman made a motion to adjourn the meeting. This was seconded by Ira Grossman and passed unanimously. The meeting adjourned at 12:25PM.

Respectfully submitted,

Elly Rakowitz, Recording Secretary