

## Minutes of the Board of Directors of Master Management

9-11-08

Chairman, Charles Parness called the meeting to order at 9:30 am on Thursday, September 11, 2008. In attendance were Donna Dowling, Jules Kesselman, Jack Kornfield, Bill Morse, Charles Parness, Donna Capobianco, Anthony Falco, Mel Schmier and Susan Koser, via phone, Ira Somerset and Marilyn Lane

Guests present were Robert Kratchoff, Director of Operations; Mark Bogen, Legal Counsel; and Ira Grossman, President of COOCVE

After the Pledge of Allegiance and a moment of silence, a motion was made and passed to waive the reading of the August 14<sup>th</sup> meeting minutes.

### **Treasurer's Report - Bill Morse**

The CVE Master Management Financial Report prepared by Bill Morse was e-mailed to all Board members and discussed in detail. For the month of August, Net Income is \$30,063, Total Income is \$697,114 and Total Expenses is \$667,050. For the YTD Jan-Aug Net Income is \$217,531; Total Income is \$5,615,547; and Total Expenses are \$5,398,015. Total Assets are \$2,207,661; Total Liabilities are 1,195,487 and Total Equity is \$1,012,173. Net status of assessments receivable from monthly coupons is that there is now \$93,982 in arrears coming from unit owners; Net status of prepaid assessments from coupons is \$319,027 in prepayments from unit owners. A question was raised as to the authorizing of cost of living increases as of January, 2008. The Board will look at past minutes to see if any increases were approved by the Board. There was a discussion on delinquencies on the payment of insurance coupons that were due on January 1st. The amount is approximately \$85,000 and represents approximately 134 units.

### **President's Report - Charles Parness**

Hurricane Preparedness - Roads and security – If CVE loses all its electricity, a landline phone has been set up and the phone number given to all area chairs as well as Charles Parness' cell number so that they can report any trees down, electrical wires and fences that are down. If there is no electricity at

the clubhouse all unassigned security will report to the MM office and the security guards will then be dispatched to the areas requiring assistance. The generator has been tested and is ready to be used. The mitigation efforts will be discussed at another meeting.

Irrigation System – Mike Perkins has been here looking at all the systems. By doing this he is turning on the valves and finding that many of the valves are damaged. Century Maintenance is required to maintain irrigation systems and has not been maintaining the valves. Century Maintenance indicated that these problems were there for about 5 years.

Mark Bogan has suggested contacting Century Maintenance and either send a letter to them asking them to fix it; submit a claim against them and or withhold payment. After a thorough discussion, the Board agreed to have an executive meeting immediately following today's meeting to discuss issues with Century Maintenance and other legal matters.

### **Correspondence - Susan Koser**

Letter from Roslyn Nehls - regarding Trolley #157 and reinstallation of stop signs

Letter from Alice Winepol - regarding maintenance of roadways

Letter from Don Winstone - regarding Comcast service

Letter from Shelia LaBella - regarding irrigation system/pump repairs

### **Committee Reports**

#### **Transportation Committee - Donna Capobianco**

At 10:00am on September 23<sup>rd</sup> a public hearing will be held at the Broward Government Center on the BCT changes. Implementation date is scheduled for January 11<sup>th</sup>, 2009.

Proposed BCT bus #48 will enter CVE – Hillsboro to Beach; Beach to 441. No stops inside shopping centers. Bus will be a pay as you go. Monthly

passes for seniors/disabled will be \$23.00 - Oct 08. Oct 09 fare will be \$26.  
Monthly regular fare will be \$40.00 – Oct. 08. Oct 09 fare will be \$52.00

Deerfield Community Buses are currently available. M-F 8-3:50 Express  
#1 Service to and from Focal Pt. Palm Apts., B’Nai Brith Apts, Winn Dixie,  
Sawgrass Promenade, Target, Albertsons, Deerfield Mall, Century Plaza

Express #2 Service to and from Focal Pt. Palm Apts., B’Nai Brith Apts,  
Praxis Apts., Highland Gardens, North Broward Med Ctr., Fed Hwy Winn  
Dixie/Target, Hillsboro Square Publix, Cove, ML King Blvd, Focal Pt. The  
Committee is investigating why CV is not part of the Deerfield Community Bus  
stop.

Currently have three viable bidders for all routes – inside and out. We are  
hoping to get information to the board for discussion by next week.

Community Partnership Program – A program to partner with local  
businesses to help defray the cost of private bus service – Conversations were  
had with the Deerfield Mall, Cornfeld Group and Colonial Properties. The  
businesses did not like the swipe card as it appeared to be too cumbersome.  
They are willing to explore options of a partnership program as it would help  
everyone. They stated once we know the cost variance, they would be willing to  
meet and discuss options.

### **Management Replacement - Donna Capobianco**

Currently we have three bid categories; these categories were bid  
separately and priced separately. Business Management, Landscaping and  
Irrigation, Janitorial and Maintenance. Maintenance and Management expenses  
are approximately \$257,000 without a professional business manager and  
required administrative staff.

Currently have two bidders – originally had six. Comparisons and data  
recommendation will be provided to the Board by the end of next week and a  
special Board meeting will be called to discuss both Management Replacement  
and Transportation bids.

### **Director of Operations Report - Bob Kratchoff**

White Fly issue – is currently being addressed by Century Maintenance

Service. Hillsboro Blvd. area and the Clubhouse have already been sprayed at no cost. The head supervisor in charge of spraying died last week and they are looking at hiring a new spray tech.

Irrigation – About 25% of the valves located in Hardwood were damaged. CM is making an attempt to repair the valves.

Tillford Pool – Currently have three bids and will put a package together and present to the Board.

Paving of P&Q – an RFP is being written by an engineering firm and will be brought to the Board by next week.

Aquatic Systems – Bob has spoke with them and they have stopped spraying along the banks.

**Adjourn:**

A motion was made to adjourn at 11:00am.

Respectfully submitted by DIANE DAVIS