

Minutes of Master Management Board Meeting

March 10, 2011

President Ira Somerset called the meeting to order at 9:30 a.m. In attendance were: Reva Behr, Caryl Berner, Norm Bloom, Harry Chizeck, Dick Ciocca, Dan Glickman, Gene Goldman, Bill Goddard, Jules Kesselman, Judy Olmsted, Fred Rosenzveig, Alan Schachter, Mel Schmier and Ira Somerset. Not Present: Anthony Falco. Staff present were Al Smith, Executive Director; AJ Bock, Business Manager; Donna Childrey, Office Manager.

Minutes

Mr. Goldman moved to accept the minutes from February 10 meeting without reading. Mr. Goddard seconded. There were no changes and the motion passed unanimously.

Mr. Rosenzveig moved to approve the minutes from the executive session held on February 11 regarding the golf course expansion project where we voted to retain counsel and authorize execution of the contracts. Gene Goldman seconded. Motion passed unanimously.

Financial Report – Norm Bloom/Donna Childrey

The CVE Master Management Financial Report was distributed to all Board members and discussed. For the month of February, 2011 the Total Income was \$976,543; Total Expenses were \$813,072; Net Income was \$163,471. YTD Total Income is \$1,808,686. Total Expenses are \$1,696,548; Net Income is \$112,138. Cash on Hand is \$2,239,171; Total Assets are \$2,981,985; Total Liabilities are \$1,126,282 and Total Equity is \$1,855,703; Prepaid Dollars are \$494,552.

Overdue accounts receivable from unit owners is \$576,714 representing 720 unit owners. There was a discussion of our collection procedures.

Mr. Schmier commented that there is the question of how we enforce the rules that Master Management makes. This needs to be studied by a competent attorney who will review all of our rules and regulations and documents and find out what we can do and how we can enforce the rules.

Mr. Goldman moved to accept the Treasurer's Report, Mr. Schachter seconded. Motion passed unanimously.

Presidents Report – Ira Somerset

Because of the importance of the information, the President's Report is appended to the filed copy of these minutes and printed as a separate column elsewhere in The Reporter.

Following the report, Mr. Schmier asked who will be negotiating, preparing the agreements, writing the deeds, etc on the properties that are to be turned over by Mr. Levy. Mr. Schmier recommended we hire a real estate attorney who specializes and prepares deeds. It was also suggested that we have a Warranty Deed prepared and not a Quit Claim deed. Mr. Somerset stated that our general counsel will be working on this.

Mr. Glickman stated that in his opinion, there are many improper traffic control devices located here in CVE. This is a significant concern and could be a major cost factor if there is an accident. Mr. Goddard stated that there was a major traffic control report conducted four years ago. Mr. Somerset stated that as the irrigation system is installed, the roads will be cut up and patched. At some future time, the Board will make a decision as to what will be done with the roads.

Executive Director's Report – Al Smith

Mr. Smith discussed the proposed bus shelters to be provided by the *Reporter*. He has a letter of understanding, which is with CenDeer's attorney. Since DRF will only be here until December, Mr. Schmier asked if the new company, Bay Management, is in agreement. Mr. Somerset stated that they will sign off on the agreement. After discussion regarding who will be responsible for the maintenance of the shelters (recreation will maintain them). Mr. Goldman moved that we authorize the Executive Director to sign the agreement should it meet with his approval. Ms. Behr seconded. Motion passed unanimously.

The Security Gate enhancement project RFP was sent out to 16 companies on March 3. A pre-submittal conference will be held at 9:30 a.m. on Monday, March 21 for interested respondents to walk the three gate houses. All proposals are due back by close of business on April 15. MM will open the proposals and begin the evaluation on April 18.

COOCVE will be buying two defibrillators to be placed in the Clubhouse. A letter of understanding is being written by our attorney -- Mr. Smith will e-mail the draft version to the Board. Kent Security will all be retrained to use these defibrillators.

Mr. Smith stated that three phases of the Perimeter Hedge Project are substantially complete: North South and East. The bulk of the cutting is complete on the west side and the stump grinding is in process; planting should start sometime next week. Landscapes of Distinction advised us that the hedges will grow approximately a foot a year providing they get adequate water. Mr. Goddard asked about putting up a privacy screen until the hedges grow. Mr. Smith said he would look into it and asked that Ms. Berner send him the information she has on the privacy screen material.

Business Manager's Report – AJ Bock

Floyd Fence Co. has repaired areas where fence posts have been damaged by residents at West Drive and Ellesmere canal bridge crossing.

Access Masters Inc.: 1) Repaired the bracket on the West gate pedestrian bracket gate by residents forcing automated gate to open. 2) Ordered spare gate arms for replacement when cars hit them.

Marquet Electric Inc. has made repairs to lights at Farnham "O", Tilford "C", Cambridge "A" because of work done by contractors for the utilities which are substandard, do not meet code or are potentially dangerous.

Five Star Paving completed patch work in Ashby, Farnham, Harwood, Oakridge, Markham and Newport per the February contracted work schedule. We are looking at painting the traffic control lines.

Florida Arborist Inc. was contracted to trim trees in three areas where trees were shading the FPL lights at Keswick, and Durham along the Century Boulevard and the main gate to the plaza.

Mr. Goddard suggested that a neighborhood watch program be instituted with a dedicated line for residents to call when something is happening in the Village.

Committee Reports - None

Unfinished Business – None

New Business

Ms. Berner moved to revisit the issue of teleconferencing before our snowbird members return up North as new information becomes available on this subject. Mr. Somerset stated it is out of order as we do not have the new information and that the information must be provided before the meeting so that the Board is prepared. Ms. Berner will bring it up at the next meeting.

Ms. Berner moved that the Board live up to its contractual employment agreement with our Executive Director which requires the Board as a whole, to set realistic goals annually for the Executive Director to achieve and to evaluate his performance annually. Ms. Berner will bring it up at the next meeting.

Mr. Rosenzweig asked the Executive Director to investigate buying a defibrillator for the Activity Center/Le Club and surrounding offices. Mr. Ciocca also asked the Executive Director to investigate the cost factor for buying defibrillators for each building and leave it up the President of each association to buy them. Mr. Smith stated that he would look into it.

Member's Comments –

Ms. Olmstead: The Coco Plum in the Markham pool area has grown nicely in the two years since they were planted; they had to put up screening to prevent people from walking through the new hedges, so you may want to look at the supplier they used.

Ms. Behr: Suggested that next year the Village hold a fundraiser to clean up the Preserve. She is concerned about the lack of Committee involvement with regard to Comcast and CSI. Also, in the next two months, the Comcast Committee should be actively involved in discussing the issues while they are here so that the rest of the Board can have a clear sense of what arrangements have been done if they are not available during that time.

Mr. Schmier: Agrees with Reva Behr that we need to make more use of the Committee system. Regarding teleconferencing, we need to adopt a policy that covers it. Regarding the properties to be turned over by Levy, we need a Committee as well as an expert in real estate to do the work.

Mr. Kesselman: The Durham "A" and "B" area needs additional recycling bins, but they refuse to place recycling bins in their areas; he is trying to resolve the problem.

Motion to adjourn was made at 11:25 a.m.

Respectfully submitted,

Ira Somerset