



BOCA WEST

MASTER ASSOCIATION

BWMA BOARD OF DIRECTORS MEETING

Wednesday, April 26, 2023; 2:00 P.M.

Minutes

In attendance: Elaine Wittlin, Danny Bejarano, Ronnie Pollard, Jeff Greenfield, Shep Remis and Murray Perelman. Steve Jonas was absent. Michael Eustace, Executive Director, was in attendance.

Village Representatives: Liz Rome, Cedar Glen, Judy Birnbaum, Brookwood, Ed Locker, Peppertree II, and Bernie Friedman, Wedgewood.

Mrs. Wittlin called the meeting to order at 2:00 PM and established a quorum. The March 29, 2023 minute were approved as written.

President Message

Mrs. Wittlin advised she would like to move forward with a vote from the Board to mail the Initial Capital Contribution Fee information and the written consent form to the Representatives. Mrs. Wittlin made a motion to accept the letter as written and mail the packet to the Representatives next week. Mrs. Pollard seconded the motion. The Board unanimously agreed, and the motion was carried.

Mrs. Wittlin advised that the two board members who will be representing the Master Association for the Joint Venture Steering committee will be Mr. Perelman and Mr. Bejarano. Mr. Greenfield and Mr. Jonas will be the Master Association representatives for the Community Advisors Sub Committee.

Executive Director Message

Mr. Eustace reported on the following:

- Hafer Co LLC, our auditors, will collect and count the written consent for the Initial Capital Contribution Fee. We will be asking the representatives to return the written consent within 30 days, although legally there is a 90-day limit to gain the needed votes.
- The Hurricane Outlook Newsletter has been finalized and is going to print. The residents should receive it on 5/13. The Hurricane Preparedness Session is scheduled for May 23 @ 1:30 PM in the Fazio Room.
- The Akoya left turn lane is being finalized with the civil engineer. The civil engineer alerted us to a drainage pipe that needs to be repaired.
- The survey for the lighting project has begun for Boca West Dr, Golfside Dr. and the Yamato and Jog roadways. The survey will include all the utilities.
- Chief Lastella and Mr. Eustace met with Hotwire to discuss running a fiber optic network with the lighting project for an upgraded camera system and the use of smart poles.

**BOARD OF DIRECTORS MEETING
WEDNESDAY, APRIL 26, 2023
PAGE 2**

- When attending the Village meetings, it was brought to our attention the concern with sound coming from the turnpike and Yamato. We spoke with a site planner to put together a master landscaping plan.
- We met with 5/3 Bank and with our auditors about how to allocate the capital initiation fee in our account.
- We received the reserve study, and it is available for anyone who would like to see it.
- We meet with the JV Steering Committee and discussed:
 - Goal setting
 - Pinelake renovation and curb appeal.
 - Village associations front entrance signs.
 - The cost sharing agreement
 - The real estate and marketing budget as we will start budgeting for next year.
 - The availability of the monthly financials
 - We requested an extension in writing for the \$500,000 Club Contribution Agreement. The COLA increase was denied. We will send a letter requesting the funds.

Committee Reports

Finance

Mr. Perelman reported that the Committee met and was brought up to date on the capital initiation fee, the 5/3 Bank loan and the Joint Venture. They reviewed the March Financials and confirmed all was in order.

Collections Committee

Mr. Remis reported that he will be meeting with Mr. Eustace. Mr. Eustace reported that at the beginning of April, the Club sent us a list with 9 members who are in violation of our Documents regarding mandatory club membership. The Grievance Committee is meeting tomorrow and will review the violations. Mrs. Martinez will send the Notice of Imposition of Fines and Suspension letters.

Audit Committee

There was no business to report.

Landscape & Maintenance

Mrs. Pollard reported that Ms. Birnbaum is the Vice-Chair. The Committee asked to see the landscaping plans for the new gatehouse. She also reported that the summer flowers will be planted on May 1st and the Akoya turn lane will be completed over the summer.

Architectural Control Committee

Mr. Friedman advised that the Committee made a motion to fine those who are in violation of the Architectural Control Guidelines. Mr. Eustace advised that he will meet with our counsel to establish a formal written policy.

Special Projects

Mrs. Wittlin reported that due to the number of projects, Mr. Friedman has agreed to act as a consultant to Mr. Jonas, Committee Chair.

**BOARD OF DIRECTORS MEETING
WEDNESDAY, APRIL 26, 2023
PAGE 3**

Insurance

There was no business to discuss.

Safety and Security

The Committee did not meet in April.

Strategic Planning Committee

Mr. Bejarano reported that he shared the previous Committee's deliberations. The Committee discussed solar panels and electric charging stations regarding sustainability as well as the aging and limited real estate relative to the demand for larger residences.

Communications

Mrs. Wittlin reported that, after consulting with our counsel, a non-board member can chair a committee and provide a committee report at the Board meeting. She advised that Mr. Ed Locker will be the Communications Committee Chair and Liz Rome will be the Vice-Chair.

Mr. Locker reported the Committee discussed the objectives and how to improve the communication with the residents which includes non-equity members and renters. He and Mrs. Rome will be breaking the Committee into 3 groups to accomplish the objectives. There will be a group for The Outlook Magazine, a group to focus on the website, and a group to organize village educational sessions. The Committee has very qualified members and we will ask them to meet on their own and report their findings at the regular meeting. Mr. Locker and Ms. Rome will attend all the sub-committee meetings.

Mrs. Wittlin reported that Mr. Eustace is working with Security on the Welcome Book.

Grievance

Mrs. Wittlin reported that Mr. Jay Schwartz will remain as the Chair and Mr. Sam Tuchman will serve as the Vice-Chair.

JV Village Committee Report

There was no business to report. Mr. Greenfield and Mr. Jonas will attend these meetings going forward.

Unfinished Business

Mrs. Wittlin extended her appreciation to Mr. Friedman and Mr. Scharf who have been working tirelessly on behalf of the Master Association on the construction of the new Glades Gatehouse. She advised that given the scope of the project and the timing, the project will not be completed before next season. She recommended postponing the project until next Spring and asked for the Board's input. The Board discussed the issue. Mr. Friedman advised that the contractor has agreed that we will have a certificate of occupancy as of November 6. Mr. Bejarano made a motion that the Board, upon reflection, to postpone the gatehouse project to the earliest feasible date next Spring. Mrs. Pollard seconded the motion. Mrs. Wittlin, Mrs. Pollard and Mr. Bejarano accepted the motion. Mr. Greenfield objected. Mr. Remus and Mr. Perelman abstained. The motion was carried.

**BOARD OF DIRECTORS MEETING
WEDNESDAY, APRIL 26, 2023
PAGE 3**

Good & Welfare

There was no business to discuss.

Other

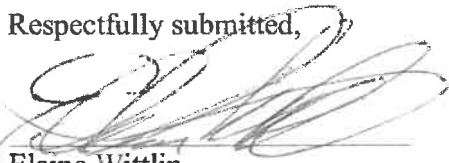
There was no business to discuss.

Adjournment

With no further business to discuss, the meeting was adjourned at 3:31 P.M.

Next Meeting Date: Wednesday, June 28, 2023 @ 2:00 PM.

Respectfully submitted,



Elaine Wittlin
BWMA, President



Ronnie Pollard, Secretary

May 25, 2023
Date