



# BOCA WEST

MASTER ASSOCIATION

**BOARD OF DIRECTORS MEETING**  
**Wednesday, April 28, 2021 2:00 P.M.**  
**Board Room at the Club**

Minutes

In attendance were Board members, Bernard Schlifke, Elaine Wittlin, Mark Haberman, Al Rothaus, Bernie Friedman, and Avron Fogelman. Shep Remis, Legal Affairs Officer, was in attendance. Also, in attendance was Brad Baecht, Chief Operating Officer and Executive Director.

The following villages were represented at the meeting via video conference: Steve Tecot, Fairway Point II, Charles Wolf, Judy Romanow, Charter Cay, and Jeff Greenfield, Bridgewood.

Mr. Schlifke called the meeting to order at 2:00 P.M. and established a quorum. Mr. Schlifke made a motion for approval of the Legal Affairs Officer placement. The Board unanimously approved the resolution.

RESOLVED, that pursuant to Section 6.2 of the By-Laws of the Association, there is hereby created the office of Legal Affairs Officer.

FURTHER RESOLVED, that the Legal Affairs Officer shall have such powers and duties as may from time to time be delegated to him by the Board or by the President of the Association. Without limitation of the forgoing, the Legal Affairs Officer may be, but is not required to be, a member of the Board and if not elected or appointed to the Board shall be an ex-officio member of the Board and as such may attend all Board meetings and participate in all Board discussions, but shall have no vote on matters that come before the Board. In addition, the Legal Affairs Officer may attend any committee meetings to which he may be invited by the Chair of any committee, as if an ex-officio member of any such committee.

FURTHER RESOLVED, that Shepard Remis is hereby elected as the Legal Affairs Officer of the Association, to serve until the first meeting of the Board of Directors following the next Annual Meeting of the Members of the Association or until his successor is duly appointed.

Mr. Schlifke made a motion to approve the February 24, 2021 Board Meeting Minutes, the Organizational Meeting minutes from March 15, 2021 and the March 24, 2021 Board Meeting Minutes. The Board unanimously approved all three sets of minutes.

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Mr. Schlifke made a motion to create the Compensation Committee with the authority and scope of responsibilities limited to review the positions of Executive Director, Landscape & Maintenance Director, Chief of Security and Accounting/Business Administrator. Mr. Rothaus will serve as Chair and Mr. Fogelman and Mr. Haberman will serve as members. Mrs. Wittlin seconded the motion. The Board unanimously approved.

Mr. Schlifke made a motion to approve the Committee Chairs and Vice-Chairs. Mrs. Wittlin seconded the motion. The Board unanimously approved.

**President's Message**

Mr. Schlifke announced the members of the Joint Venture/Community Advisors:  
BWMA – Mr. Schlifke, Mrs. Wittlin, Mr. Haberman and Mr. Baecht  
BWCC- Bob Winikoff, Charles Wolff, Frank Richard and Jerry Glassman

Mr. Schlifke explained that a primary focus of the Community Advisors is to promote enhancement of real estate values in Boca West, work with Villages to promote best practices and assist Villages, where possible, with finding solutions to Village problems. Mr. Schlifke reported that much progress has been made.

Mr. Schlifke reported on the Village Outreach Program by Community Advisors. A task force has been created to identify Village issues and present best practices and solutions. The members are Phil Edwards, Frank Richards, Howard Liebman, Elaine Wittlin and Mark Haberman. The Villages will be grouped according to like villages.

Mr. Schlifke reported that the Grievance Committee has processed 12 delinquent grievances for non-compliance with the Master Association Governing Documents regarding mandatory Club membership.

Mr. Schlifke reported on the discussions with Fifth Third Bank regarding financing for the upcoming projects. Mr. Schlifke also explained the need for member approval for both projects.

Mr. Schlifke explained a grievance issue regarding an altercation between a village resident and a resident from another village. Since the altercation happened on village property, the Master Association has taken the position to not entertain the grievance. There is nothing in the Master Association documents that permits our grievance process to deal with bad behavior. Mr. Schlifke asked the Board to consider whether or not we want the ability to intervene with member altercations on Master Association property. This issue can then be discussed at a future meeting.

Mr. Schlifke referenced the section of the June 2020 amended Master Association Documents, which clarifies that the Villages have an independent obligation to pay our assessments that are levied on each lot. A Village has questioned that obligation and in response we will be sending that Village a letter from our counsel. Mr. Schlifke suggested that this is a good topic to present at a Village Outreach Program meeting to clarify the obligation as stated in the amended governing Documents.

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Mr. Schlifke reported regarding the Club's Leadership Committee. The Master Association has been invited by Mr. Frank Richard, Chair of the Club's Leadership Committee, to make presentations at two of the meetings scheduled for the coming year. He noted that presentations pertaining to the Master Association had been made this past year by himself, Mr. Krosser and Mr. Baecht and suggested that the Master Association continue, and possibly expand, its collaboration with the Club in an effort to develop future leaders of the Master Association. Mr. Richard has indicated his approval of expanded collaboration.

**Executive Director Comments**

Mr. Baecht gave an update on the following:

- Changed the speed limit on Golfside Dr from 35 MPH to 30 MPH
- Two stop signs have been ordered and will be placed at the intersection of south Golfside Dr and Boca West Dr near the Island Court entrance
- The stone on the Boca West monument signs on Yamato and Jog will be glossed and sealed
- New front entrance renderings for the gatehouse and landscaping
- FPL interested in providing fixtures for the street light program

**Committee Chairperson Discussions**

Finance

Mr. Rothaus reported on the March Financials and the Accounts Receivable report.

Mr. Rothaus reported that starting on June 1, 2021, we will start paying rent on the Rappaport building. The modifications of the building will be built into the budget. Mr. Rothaus has started to prepare for the upcoming budget, including how to finance the projects. In regards to the projects, he reported that he is in accord with the preliminary structure of the loan and is monitoring the interest rates.

Landscape & Maintenance

Mr. Fogelman reported on the summer plantings. Mr. Fogelman stated that the Committee will be focusing on improving and widening the cart paths. Mr. Haberman suggested to consider adding golf cart paths to both sides of the road if possible.

Mr. Baecht reported on the tree trimming in preparation for the upcoming storm season and the replacement of several diseased palms.

Architectural Control Committee

Mr. Friedman reviewed the April meeting recommendations. The Board unanimously approved the recommendations as made by the Committee.

Mr. Friedman reported that Sabal Lake started to repair the wood rot. They are waiting on inspections and then the section will be painted.

Chapel Creek is making repairs to its lake banks.

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Mr. Friedman explained that when you drive into Boca West from Glades Rd, there is a unit in Pinelake that is shuttered. The Committee is recommending that the Master Association set guidelines as when shutters should be put up and taken down. Mr. Baecht and Mr. Schlifke stated that this issue was discussed at hurricane preparation meetings with the villages several years ago and it was determined that this is a village issue as each village has its own rules.

Mr. Haberman proposed that a recommendation from legal counsel be obtained and that, based upon a recommendation from counsel as well as input from the staff, the Board then discuss adoption of a rule at next month's meeting.

Mr. Friedman reported that people are submitting applications and completing the project prior to receiving Master Association approval. The Committee recommended having those homeowners go through the grievance process and proposing a fine for the violation. Mr. Schlifke recommended to defer the action until after he and Mr. Remis have had a chance to discuss the issue with legal counsel. Mr. Remis or Mr. Schlifke will report back their findings at the next Board meeting.

Mr. Friedman reported that Baywood is built in clusters of four and each unit has its own pool. In order to heat the middle units' pools, propane tanks were installed in the property of the end units as the middle units have no property. In one of the end unit properties, there are four tanks and one of them is being used to heat a middle unit's pool. The homeowner wants all of the tanks removed that are on her property. The homeowner was advised that they must go through the Village Association first for approval before the Master Association can make a determination. Mr. Schlifke advised that this is a village issue.

Special Projects

There was no business to discuss.

Security & Safety

Mrs. Wittlin reported that task forces will be formed to focus on specific security issues. The Committee is working on communications regarding golf cart safety. Mrs. Wittlin reported that Mr. Linderman asked about installing exercise stations along the roadways for use by the younger homeowners. Mrs. Wittlin asked the Board to think about this request and consider a solution.

Mr. Schlifke asked Mrs. Wittlin to have her Committee consider adding two more speeding radars/cameras.

Legal

Mr. Schlifke reported on several ongoing legal issues.

Insurance

Mr. Haberman reported that there was no business to discuss.

Grievance

Mr. Baecht reported on the Club Grievances cases that have been presented to the Master Association.

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**Unfinished Business**

There was no business to discuss.

**New Business**

Mrs. Wittlin inquired about the renovation of the Master Association building. Mr. Baecht said that will be considered after the major projects are completed as it would require the staff to be relocated during renovation.

**Good and Welfare**

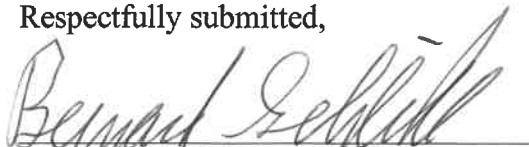
Mr. Greenfield thanked Mr. Haberman for inviting him to join the Insurance Committee. He reported that there is a visibility problem when entering Akoya due to the landscaping which creates a dangerous situation for oncoming cars. Mr. Baecht said he will take a look at the landscaping.

Mr. Tecot asked about the location of the future Board meetings. Mr. Baecht confirmed the next meeting will be in the Dye Room. Mr. Tecot asked about the authority the Master Association has to make people modify or remove work that was completed, but was not conforming. Mr. Schlifke advised that the documents do give the Master Association that authority. Mr. Tecot suggested drafting a letter directed to all the Village presidents and management companies regarding non-conforming projects that were completed without Master Association approval.

With no further business to discuss the meeting adjourned at 4:13 P.M.

***Date of next meeting = Wednesday, May 26, 2021 at 2:00 PM; Club Board Room***

Respectfully submitted,

  
Bernard Schlifke, President BWMA

  
Mark Haberman, Secretary, BWMA

05/26/2021  
Date