



# BOCA WEST

MASTER ASSOCIATION

**BOARD OF DIRECTORS MEETING**  
**Wednesday, May 25, 2022; 2:00 P.M.**  
**BWMA Conference Room**

Minutes

In attendance were Board members: Elaine Wittlin, Bernard Friedman, Danny Bejarano, Ronnie Pollard, Jeff Greenfield and Shepard Remis. Steve Forman was absent. Also, in attendance were Alyssa Martinez, Executive Assistant.

Villages in Attendance: Bob Schwartz, BWCC; Ken Namerow, Fairway Oaks; Shelly Sisken and Nancy Fried, The Pointe; Liz Rome, Cedar Glen; Alan Glazer, Akoya; Harold Kestenbaum, Quail Hollow; Marie McAllister, Bridgewood MR I; Ed Locker, Peppertree II; Steve Tecot, Fairway Point.

Mrs. Wittlin called the meeting to order at 2:00 P.M. and established a quorum. The April 27, 2022 meeting minutes were approved as written.

**President's Message**

Mrs. Wittlin welcomed the guests and advised they can speak under Good & Welfare.

Mrs. Wittlin advised that the Landscape & Maintenance building is in need of a new roof and we are currently in the process of obtaining bids.

Mrs. Wittlin reported on the backfilling of the Executive Director and the Human Resources positions.

**Committee Chair Reports**

Finance Committee

Mr. Bejarano reported on the April Financials.

Mr. Bejarano reported that the Committee also discussed the Joint Venture. The Committee recommends that the Master Association should receive the financials on a regular monthly basis as BWMA is 50% owner. Mr. Bejarano advised that it does not make sense for the joint venture to incur marketing expenses with such few home sales and he asked the Board to take this under consideration. Mrs. Wittlin said she would like to schedule a meeting with Mr. Linderman,

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BWCC President, and the BWMA Representatives to discuss these concerns prior to the regular JV meeting.

Mr. Bejarano reported that the Committee recommends obtaining competitive bids on certain projects and services respective to each department. Mrs. Wittlin agreed and stated that a baseline for the bids should be established on a case by case basis.

Strategic Planning Committee

Mr. Bejarano reported that the Committee had their first meeting and had a general discussion.

Collections Committee

Mrs. Wittlin advised the Committee has been renamed to Collections Committee as the Master Association does not collect dues.

Architectural Control Committee

Mr. Friedman reported that the Committee reviewed the petitions and approved the majority of the petitions. Mr. Friedman made a motion to accept the ACC recommendations for the May petitions. The Board unanimously agreed.

Mr. Friedman reported that he received several calls regarding the sign at Peppertree as they felt it was not complementary to Boca West. The sign was approved at the beginning of the year by Mark Haberman, who was the Architectural Control Committee Chair at that time.

Mr. Friedman reported that a resident from The Pointe received permission from the Club to extend his patio onto the Club's property. Mr. Friedman was asked to meet with Mr. Linderman as the The Pointe's Village Board is not agreement with the extension.

Mr. Friedman reported on the overgrown landscaping along Oakbrook and Fairway Oaks. Mrs. Wittlin reported that she met with Mr. Turner who confirmed that the area itself would be costly to maintain and if the Master Association was to clear the area, it would set a precedent for Villages with similar issues. Mrs. Wittlin will set up a meeting with Mr. Delman, President of Oakbrook, and Gary Stein, the property manager for Oakbrook and Fairway Oaks.

Mr. Friedman reported that the Committee would like to institute a fining schedule for residents who are in violation of the ACC Guidelines. Mrs. Wittlin said the Collections Committee will take it under consideration.

Mr. Friedman reported that the Committee would like to revise the Guidelines. He will present the recommendations to the Board.

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Special Projects

Mr. Friedman gave an update on the Front Entrance Project and Lighting Project. Mr. Friedman reported that he looked into the solar lighting and was advised by a solar lighting company that it does not give off the intensity we need.

Communications Committee

Mrs. Wittlin reported that the Committee made several very good suggestions to communicate more frequently with the Boca West Community.

Landscape & Maintenance Committee

Mrs. Pollard reported that she contacted Mr. Fogelman and asked him for his ideas that he would've recommended so the Committee can determine if they will be able to move forward with those landscaping projects. She reported that she asked the Committee to take note of potential areas for landscaping and Mr. Turner would then determine if any plantings would block the traffic sight line.

Mrs. Pollard reported that she noticed that the new members did not realize the difference between BWCC and BWMA property.

Mrs. Pollard reported that a representative from Akoya asked if it is possible to create a left turn lane coming around Boca West Dr into Akoya and advised him that this is more of a Safety and Security issue. Mr. Greenfield advised that the Security & Safety Committee also discussed this issue.

Grievance (Traffic Violations)

The Board reviewed the Grievance Minutes. Mr. Greenfield made a motion to accept recommendations. The motion passed.

Security & Safety Committee

Mr. Greenfield reported that the Committee had a collective concern regarding stopping at the stop signs, especially by the Sports Center which presents a danger for the valets and members. The Committee suggested more cameras or using cameras on the smart poles. The Committee also discussed the amount of people who go over the speed limit. They requested the Communications Committee to send more eblasts reminding residents to be respectful of all traffic signs.

Mr. Greenfield advised that installing a left-hand turn lane into Akoya is not only for the safety of the Akoya residents but also for the safety of the general traffic flow. The Committee recommends installing it. Mrs. Wittlin advised that she will speak with Chief Lastella.

Insurance

Mr. Greenfield reported on obtaining risk insurance for the front entrance project.

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Audit

Mr. Forman advised on the functions and objectives of the Audit Committee. Mr. Bejarano will participate as an ex-officio member of the Audit Committee.

**Unfinished Business**

Mrs. Wittlin reported that she was informed that a potential buyer, who resides in New York, is asking the Master Association to waive the requirement that first time buyers must reside in their homes for 12 months before they are allowed to rent their homes due to a medical issue. Mrs. Wittlin advised that the Board cannot go against the Master Association Documents. The Board discussed the issue. Mr. Greenfield made a motion to refer it to counsel. The motion carried.

**New Business**

Mrs. Wittlin made a motion to accept the Commercial Loan Authorized Personnel Resolution allowing Mrs. Wittlin and Mr. Bejarano to withdraw funds from the loan for the construction projects. The Board unanimously agreed. The motion carried.

**Good & Welfare**

There was a short Good & Welfare session.

With no further business to discuss, the meeting was adjourned at 3:14 PM.

Respectfully submitted,



Elaine Wittlin, President



Ronnie Pollard, Secretary

6/24/22  
Date