



BOCA WEST

MASTER ASSOCIATION

**BOCA WEST MASTER ASSOCIATION, INC.
REPRESENTATIVES MEETING
Wednesday, December 9, 2020**

Pursuant to call and upon proper written notice, the Representatives Meeting of the Members of Boca West Master Association was held on this date, via video conference due to COVID 19.

Board members present were Howard Krosser, Bernard Schlifke, Elaine Wittlin, Albert Rothaus, Bernard Friedman, Avron Fogelman, and Mark Haberman. Brad Baecht, Executive Director was also in attendance.

Howard Krosser, President of the BWMA Board of Directors, called the meeting to order at 9:00 A.M.

Proper Notice of the meeting was verified and a quorum was established. Thirty-five (35) villages were represented at the meeting by respective Representatives and Alternate Representatives. Member Villages Representatives' attendance of 60.34% was recorded to establish a quorum.

Minutes of the December 11, 2019 Representatives' meeting and the March 24, 2020 Annual Meeting were unanimously approved by the Member Representatives.

President's Welcome and Introduction

Mr. Krosser reported that due to the pandemic, the decision was made to hold the meeting via videoconference for everyone's health and safety. Mr. Krosser welcomed the Past Presidents, Board of Governors, AMR, PBSO, Master Association staff, legal counsel and all property managers who may be in attendance. Mr. Krosser thanked everyone for all they do to make the Boca West community what it is today.

Mr. Krosser welcomed everyone back and hoped they had a healthy summer. Mr. Krosser reported that the BWMA has been coordinating with the Club to keep all the residents safe. Joint eblasts are consistently being sent to inform the residents of CDC best practices and when to quarantine. One of the most recent rules that has been instituted is requiring all visitors and guests coming through the gates must wear masks. Security will provide masks to those visitors who do not have them. Mr. Krosser asked the Representatives to relay the message to their villages that we are requesting their support in ensuring that all guests, service people such as aides and contractors entering their homes are wearing

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masks. Also, to remind the residents that when they leave their homes to wear masks and practice social distancing. Mr. Krosser advised that it is of the utmost importance if residents are experiencing symptoms to go for a test and to have the entire household quarantine until a negative result is received in order to protect your neighbors and the BWMA/BWCC staff. Leaving the homes prior to receiving a negative test result will put a lot of people at risk. The BWMA has been notified of 11 cases since the Thanksgiving holiday versus 10 cases in the previous months. He strongly advised not to have family and friends visit during the holidays to keep the virus out of Boca West. He encouraged the Representatives to relay the message to their villages to be a good neighbor and do everything possible to protect all those who live here.

Executive Director Message

Mr. Baecht reported that we continue to push through this difficult year to keep Boca West as safe as possible. Operations are running at 100% with strict policies in place for those visiting our offices. The safety protocols BWMA has in place are hand sanitization dispensers located at each entrance, masks are required to enter, social distancing straps and plexiglass have been installed at the front desks and the offices are sanitized with blue light mist after each visitor. The Children's Activity Center is sanitized every morning. BWMA sends positive case notifications when permission is given by the individual. BWMA has been fortunate to keep the staff working normal business hours since May. Mr. Baecht commended the BWMA staff.

Mr. Baecht reported that the Board, Committees and the staff continuously work to improve the look and feel of Boca West. The two largest projects currently being worked on are the LED street lighting replacement project and the new front entrance and guardhouse project to be completed in conjunction with the new sports center. Planning meetings were held over the summer to review the design and the renderings will be shared once they have been finalized.

Committee Reports

Finance Committee

Mr. Rothaus informed that the BWMA is currently going through the annual audit process. The auditors have assured that the audit provides an accurate record of the financials. He commended Mr. Baecht and his staff for having managed the operations expenses at less than what was originally budgeted. During the year, the Club and the Board waived the \$250,000 payment which will impact the retained earnings.

Mr. Rothaus reported that this fiscal year's budget reflects no increase in assessments.

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Landscape & Maintenance

Mr. Fogelman introduced the Committee members and thanked them for their input and assistance as it has been invaluable. Mr. Fogelman reported that the Committee enhanced the enjoyment and values of Boca West. The medians on Boca West Dr and Golfside Dr have had major landscape enhancements with palm trees and flowers under all of the trees. One of the biggest projects has been the addition of four water features. Mr. Fogelman recognized Mr. Lawson Turner and his staff for their dedication and all they have accomplished.

Security and Safety Committee

Mrs. Wittlin commended the members of the Committee for all of their support over this most difficult year. She commended Mr. Baecht and Chief Lastella for the exemplary job for the ongoing communication with the residents to keep Boca West safe.

Mrs. Wittlin reported that facial recognition cameras have been installed at the gates, the turnpike and on Golfside Dr. She advised everyone to adhere to all of the safety guidelines for Rules of the Road and for keeping Covid at bay.

She urged all of the Presidents and Representatives to volunteer for a Committee next year.

Architectural Control Committee

Mr. Friedman thanked the Architectural Control Committee for all of their dedication and efforts. The Committee works seven days a week as they review each petition and work through any problems that arise. As of January 1, 2020, the Committee has reviewed and made recommendations for 375 petitions. There is a big increase as more residents decided stay in Florida over the summer due to Covid and wanted to make improvements to their properties. There has been an increase in petitions for solar panel installations. Mr. Friedman reported that the Committee has been working hard to ensure the contractors have the proper insurance. The Committee works on a daily basis to make sure that the residents' packets are compliant with the requirements so they can move forward with their projects.

Special Projects Committee

Mr. Friedman reported on the street lighting in Boca West. There will be new lighting throughout the community. The landscape architect who is doing the front entrance is also working on the lighting program. This will be done in conjunction with the construction of the new sports center.

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Insurance Committee

Mr. Haberman thanked the Committee members for sharing their insurance expertise. As a result, the BWMA was able to save money across all insurance lines.

Audit Committee

Mr. Schlifke thanked his Committee members, Mr. Bernard Friedman and Mrs. Elaine Wittlin for their assistance. Mr. Schlifke reported that the Committee is working through the audit process and expects to receive a clean audit. The final version will be presented at the next Board meeting for approval and will be posted on the BWMA website.

Legal Committee

Mr. Schlifke reported that he has been working with BWMA counsel to review the legal issues. Some of the issues he worked on were the consolidation of the amendments into the governing documents, project contracts, ACC issues, limitations of leasing by individuals and delinquent Club members.

Mr. Krosser recognized the Grievance Committee. He thanked all of the Chairman for keeping on time.

CALL FOR CANDIDATES

Mr. Krosser announced that there are two director positions open. Out of the two positions, one is an incumbent. He asked the Representatives if they would like to serve or know anyone who may be interested in serving to submit a resume by Monday, December 28, 2020 at 5:00 P.M.

NOMINATING COMMITTEE ANNOUNCEMENT

Mr. Krosser announced the Nominating Committee members which consists of five members and two Board members: Howard Boilen, Larry Bondy, Ronnie Pollard, Alan Samuels, Steve Tecot and the Board members are Mr. Rothaus and Mr. Krosser. He thanked all of those who volunteered to serve on this important committee.

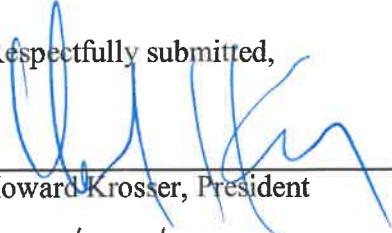
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GOOD & WELFARE

Questions were taken from the Representatives and answered accordingly by Mr. Krosser and Mr. Baecht.

With no further business to discuss, the meeting was adjourned at 9:51 A.M.

Respectfully submitted,



Howard Krosser, President



Elaine Wittlin, Secretary

03/15/2021

Date