



BOCA WEST

MASTER ASSOCIATION

**BOCA WEST MASTER ASSOCIATION, INC.
REPRESENTATIVES MEETING
Wednesday, December 6, 2023**

Pursuant to call and upon proper written notice, the Representatives Meeting of the Members of Boca West Master Association was held on this date, in the Cypress Room at the Club.

Board members present were Elaine Wittlin, President, Danny Bejarano, Jeff Greenfield, Ronnie Pollard, Steve Jonas, and Shepard Remis. Michael Eustace, Executive Director, was also present.

Call to Order

Mrs. Wittlin called the meeting to order at 9:00 A.M. Proper Notice of the meeting was verified and a quorum was established. Forty-one (41) villages were represented at the meeting by respective Representatives and Alternate Representatives. Member Villages Representatives' attendance of 70.69 % was recorded to establish a quorum.

Minutes of the March 24, 2023 Annual Representatives' meeting were unanimously approved by the Member Representatives.

President's Welcome and Introduction

Mrs. Wittlin welcomed the Village Presidents, Representatives, Alternate Representatives, BWMA Past Presidents, Committee members, the Board of Governors and the BWMA staff. She also welcomed the property managers.

Mrs. Wittlin commended the Board members for their time and dedication for the betterment of the Boca West Community. She also thanked the village presidents and urged them to invite the new members to volunteer in their villages. She stressed the importance of employing good management companies.

Mrs. Wittlin reviewed the past achievements of the Board and the Committees to ensure the safety and viability of the community.

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Executive Director's Welcome

Mr. Eustace commended Mrs. Wittlin for her consistent dedication and service to the Master Association.

Mr. Eustace reviewed the Boca West Master Association Mission statement. One of the biggest accomplishments was getting the capital initial contribution passed. He reported that the Master Association received about \$100,000 which will be used for capital projects.

Mr. Eustace recapped the completed summer projects. The pavers at the entrances were repaired, the gatehouses were painted as well as the Glades bridge, and the logo on the Glades monument was updated. The light fixtures along Country Club Blvd will be installed this week or early next week. The lake banks were completed, and new sod was placed. New safety measures have been instituted with speed bumps and stop signs. The PBSO and AMR contracts were renewed. The Master Association will be launching a new website next year.

Committee Reports

Strategic Planning Committee

Mr. Bejarano explained that the Committee's goal is the assessment of Boca West that will benefit current and future members. The Committee spent time learning and understanding the needs and aspirations of those who want to move to Boca West. Mr. David Yarnell, a committee member, is leading the assessment exercise, to develop a long-term vision that will be presented to the Board and, if accepted, will be shared with the leaders of the villages.

Security & Safety Committee

Mr. Greenfield thanked the Committee for their service and Chief Lastella for his dedication to the security and safety of Boca West. He reported that Chief Lastella had scheduled extra patrols when the world events of October 7th occurred to keep everyone safe. The Palm Beach County Sheriff Office provided an extra patrol beyond the normal allotment. He recognized the Palm Beach Sheriffs.

He advised that the Master Association is reinstating the contractor vehicle signage requirement. It will be enforced effective January 8, 2024. Eblasts have been sent informing the residents and property managers of the requirement and the guards have been distributing fliers to all contractors as they come through the gates. The eblasts also encourages residents if they see something to say something by calling Security.

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Insurance

Mr. Greenfield reported that in a joint effort with the Finance Committee, they are exploring an undertaking of the establishment of a risk purchasing group to buy offshore re-insurance for the villages. They are in the preliminary stages of investigation and the Board will receive a presentation on the topic in January from a third party, Gallagher, who is an expert in the field of self-insured retention risks. He hopes to have more details at the February meeting. The Master Association will be calling upon the villages for a lot of information to determine if it makes sense and if it is profitable to do this undertaking. He advised that, if successful, it will not start before January 2025.

Landscape & Maintenance

Mrs. Pollard thanked Mr. Lawson Turner and his staff for keeping Boca West beautiful.

She reviewed the projects. The left turn lane into Akoya was complete and in doing so had to relocate an enormous palm tree to the north T. The new pavers at Jog Rd entrance have been installed and the pavers at Yamato and Glades entrances have been repaired. The four-way stop signs at Oakbrook and Lakewood entrances have been installed and are slowing down vehicles.

The Committee, last summer, decided to change the holiday lights from blue/white to white and from the emails received, everyone is pleased with the lights.

She reported that the Committee recommended to have Bottle Palms planted just after coming through the Jog Rd gatehouse.

Architectural Control

Mr. Jonas thanked the Committee for their service and dedication. This is a very active Committee. They have reviewed over 250 petitions to date and make sure projects are done according to the Architectural Control Guidelines. He stressed the importance for the village boards to also review the petitions for aesthetic improvements and the documentation that needs to accompany each petition. He and the Committee encourage all the improvements that are taking place in Boca West. The villages need to make sure that their residents are completing the petitions to ensure that projects are done properly for not only the resident themselves, but also the neighbors.

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Communications

Mrs. Wittlin thanked the Communications Committee for their time and effort in creating and sending the very first edition of the Welcome Book. It was mailed to every resident. She commended Sean Wasloff, the Security Administrator, for his hard work in managing and distributing the transponders and conducting member orientation.

Call for Candidates

Mrs. Wittlin announced that there will be three director positions open on March 22, 2024. She thanked Mr. Murray Perelman for his service, who had to take a leave of absence. She requested that the Representatives relay the information to their residents and encourage new residents to get involved in village leadership and/or the Master Association. She reviewed the traits necessary to be a successful and productive Board member.

Mrs. Wittlin reported that we have outgrown our space and will develop suites 101 and 102 which will allow a larger board room for villages to hold their meetings.

Announcement of the Nominating Committee

Mrs. Wittlin announced the Nominating Committee members which consists of five members and two Board members: Elaine Wittlin, Danny Bejarano, Sean Lenehan, Howard Boilen, Ron Roth, Lisa Furman and Nancy Fried.

Announce the Document Changes Voting Results

Mr. Eustace announced the votes for the five amendments have been received and the five amendments have passed.

Good & Welfare

Questions were raised by the Representatives regarding the gatehouse project that was postponed and Mrs. Wittlin responded that given the ongoing construction at the new sports center, we did not want to disrupt the residents with another major project. There was confusion as the community thought the project was from Glades Rd to the guardhouse, which was not the proposed project. Had we started on the Glades gatehouse renovation, we would not have been able to complete it until well beyond the start of the season into December/January.

A guest asked about installing speed bumps at Pinelake/Bridgewood entrance. Mr. Greenfield advised that the area does not belong to the BWMA and a 20 MPH speed limit will be enforced when the pool complex opens.

A guest asked about the contractor vehicle signage requirement. Mr. Greenfield advised that it has not gone into effect yet as we wanted to give a 30 day notice to contractors and residents. The requirement will be effective January 8, 2024.

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A guest asked about stop sign and speeding violations. Mr. Greenfield advised that more cameras are being purchased and they are looking into a third-party vendor for sending citations. They are also considering hiring a third-party vendor to register companies and their employees.

A guest asked if the Master Association could create a vendor and contractor services blacklist. Mr. Greenfield advised that doing so creates potential litigation.

A guest suggested relocating the no truck allowed sign inside the Glades entrance to the exterior. Mr. Greenfield explained there may be a reason it cannot be placed closer to the Glades entrance. He will take it into consideration at the next Security meeting.

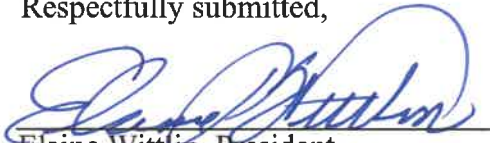
A guest expressed his concern that the written consent process to modify the documents, does not allow time for village boards to discuss the changes. Mr. Eustace explained that written consents allow for a lot more interaction, works very quickly and communication is open. The same guest asked that the six-million-dollar loan that was meant for the guard house and with the postponement, how is it going to be used. Mr. Eustace advised that the money has not been spent. The guest requested that the Master Association hold a general meeting for future written consents which will give the Representatives an opportunity to ask questions about the changes.

A guest asked about installing electric charging stations. Mr. Greenfield advised that he and Chief Lastella have been looking for areas to install them.

Mr. Greenfield commended Mrs. Wittlin for the tremendous job she has done and is doing.

With no further business to discuss, the meeting was adjourned at 10:06 A.M.

Respectfully submitted,


Elaine Wittlin, President


Ronnie Pollard, Secretary

2/7/24
Date