



BOCA WEST

MASTER ASSOCIATION

BWMA BOARD OF DIRECTORS MEETING

Wednesday, November 29, 2023

2:00 P.M.

Minutes

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

Village Representatives and Guests Present: Liz Rome, Cedarwood; Mark Dorfman, Peppertree III; Alan Glazer, Akoya; Bob Schwartz, BWCC; Eric Sacks, Clubside; Lynn Chapkin, Waters Reach; Judith Birnbaum, Brookwood; Ann Dee Gruber and Mark Berkowitz, Waters Bend.

Mrs. Wittlin called the meeting to order at 2:00 PM and established a quorum. The October 30, 2023 Board meeting minutes are approved as written.

President's Message

Mrs. Wittlin welcomed the guests and explained that the meeting is recorded for transcription.

Executive Director

Mr. Eustace reported on the capital contribution payments received.

He and our Controller continue to research for accounting software and have been interviewing various companies.

The streetlights have arrived to complete the lighting project from Glades Rd to the Club. All lights will be LED. Boca West Master Association owns the lights on that strip.

He advised that our insurance company will be flying drones this weekend. Security will be assisting them with the various locations around Boca West.

The cell tower company has finished their upgrade on the Jog Rd tower. The panels were damaged, and the new ones will arrive for installation in December. After installation, the flag will be raised. Mr. Eustace explained that Security uses a government app for when to fly the flags at half-mast.

Mr. Eustace reported on the renovation of suites 101 and 102. He met with an architect who is working on the documents to submit to Palm Beach County.

Mr. Eustace reported on the written consents received for the five document changes.

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Committee Reports

Architectural Control

Mr. Jonas reported on the petitions. The challenge is educating the members and villages on why and how the process works. The Master Association protects the villages and the homeowners.

He explained the issue regarding the low-e windows, which gives a green hue and creates a lack of similarity. There are many homes that have low-e. He would like to change the Architectural Control Guidelines to allow low-e windows based upon the Board's discussion after seeing the samples. A representative with SR Impact windows presented the various glass samples and explained what low-e is and how it is beneficial to homeowners. Mrs. Wittlin asked to table the topic.

Mr. Eustace explained the hurricane shutter policy. It states that no shutters should be deployed outside of the hurricane season from June through November. Mr. Jonas made a motion to reiterate, enforce and educate the villages that the hurricane shutters are in place as of June 1 and removed as of November 30. Mr. Greenfield seconded the motion. The motion passed.

Mr. Jonas advised that it is also the responsibility of the village boards to report to Mr. Eustace or Mrs. Martinez projects they know have not been approved by the village board and/or the Boca West Master Association.

Finance Committee

Mrs. Wittlin recognized Mr. Perelman for his service. She advised that she and Mr. Bejarano are chairing the committee for the remainder of the committee term until a new Board is announced in March 2024.

Grievance Committee

The Board accepted the fines and suspensions for the upcoming Grievance Committee meeting.

Insurance

Mr. Greenfield reported that he and Mr. Eustace met with a company about a risk purchasing group for Boca West. They will be setting a date for the company to virtually meet with the Board.

Landscape & Maintenance

Mrs. Pollard reported that the staff continues to plant the winter flowers. The committee recommended planting three bottle palms at the Jog Road entrance. They are also discussing replacing the Ficus hedges by the Yamato entrance.

Security & Safety

Mr. Greenfield reported that the Chief briefed them on the enhanced security because of the world events. Palm Beach Sheriff's Office (PBSO) provided extra patrols at no cost.

Mr. Greenfield advised that we have increased our communications with the residents and each notice states if you see something, say something. Mr. Greenfield advised that we will be enforcing all contractors to have signage on their vehicles. Mr. Eustace is researching a third party who will manage contractors.

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He advised that the members will be receiving a meeting invite to attend a presentation from Sheriff Ric Bradshaw.

Special Projects

Mr. Jonas reported on the renovation of Suites 101/102. Mrs. Wittlin advised that this will create more space for our operations and will have larger meeting room.

Mr. Jonas reported on the street light project on Boca West Dr and Golfside Dr. We are engaged and looking to upgrade the lights within the next couple years. The villages will have an opportunity to upgrade their lights as well. The lighting will be far more superior than what is there now. Boca West Master Association will own them and will no longer be reliant on FPL.

Strategic Planning

Mr. Bejarano reported that the Committee met and dedicated time to creating a long-term vision for Boca West. The Committee will be meeting in December to draft the final vision and make a recommendation to the Board.

Community Advisor

Mr. Schwartz reported that the Joint Venture held the first presentation of the season, and the next presentation will be on December 11, 2023.

New Business

There was no business to report.

Good & Welfare

A guest asked about the missing rental income from not renting units 101/102. Mrs. Wittlin explained that there is no rental income, but the space is needed for staff and village meetings.

A guest suggested to find a way to make our voice system easier to navigate and to revisit the security training shortcomings. Mr. Greenfield advised they are aware of the issues and are addressing them.

A guest asked when the Committee's meet. Mr. Eustace explained that the meetings are closed.

A guest expressed his concern on the Iguana and coyote problems and his management company cannot get a straight answer from anyone on how to manage the issue. Within the last month there have been two fires in other communities due to lithium batteries in the cars and golf carts. Mr. Greenfield said he and Chief Lastella are considering holding a Palm Beach fire prevention presentation. The guest asked if the police cars are leaving the lights on as they patrol the community. Mr. Greenfield confirmed the patrol cars' lights are on as a deterrent.

A guest expressed his concern about interior work being done without permits, which affects more the midrises/attached homes. He asked the Board to advise the village presidents the importance of hiring licensed/insured contractors and pulling permits. The homeowners need to be held accountable. Mrs. Wittlin advised that the villages can enforce it and we will take it under consideration on how best to educate them.

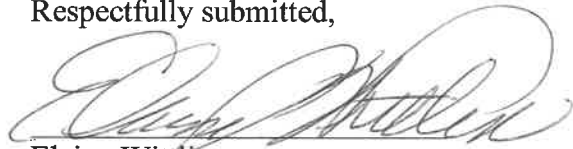
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A guest asked to remind the villages to review their Documents with all the new changes to the laws. Mr. Eustace advised that the Joint Venture will be holding an educational session on this topic.

With no further business to discuss, the meeting was adjourned at 3:47 P.M.

Next Meeting Date: Wednesday, December 20, 2023 @ 2:00 PM.

Respectfully submitted,



Elaine Wittlin
BWMA, President


Ronnie Pollard, Secretary

11/29/23
Date