



# BOCA WEST MASTER ASSOCIATION

BWMA BOARD OF DIRECTORS MEETING

**Monday, November 11, 2024**

**2:30 P.M.**

## Minutes

In attendance: Daniel Bejarano, Jeff Greenfield, Steve Jonas, Ronnie Pollard, Marc Grumet, Ruth Molina, and Liz Rome. Michael Eustace, Executive Director, was also in attendance.

Guests: Elaine Wittlin, President Emeritus, Steve Etter, The Island; Gary Goldman, Wind Key, Dee Wilder, Arbor Lake, Jeff Sapper Finance Committee

Mr. Bejarano called the meeting to order at 2:30 PM and established a quorum. He made a motion to approve the September 25, 2024 Board meeting minutes. The Board unanimously approved the minutes as written, and the motion was carried.

### **President's Message**

Mr. Bejarano reported that he has been in discussions with the Club about voluntarily contributing more to the AMR assessment.

The Board selected the following residents to serve on the Nominating Committee: Steve Jonas, Liz Rome, Lisa Yarnell, Sean Lenehan, Adam Schneider, Cheryl Stern and Kenneth Namerow. Mr. Bejarano made a motion to accept the residents to serve on the Nominating Committee. Mr. Greenfield seconded the motion. The Board unanimously approved, and the motion was carried.

### **Committee Reports**

#### Architectural Control

Mr. Jonas reported that the committee met in October and most people are being compliant. Mrs. Martinez fast tracks all windows, doors, roofs and generator petitions. He and Mr. Eustace have been in discussions with village presidents and some members of their boards who want to construct golf cart sheds about the new regulations for a hard structure.

Mr. Jonas advised that the committee wants to recommend astro turf be allowed and not allow faux plants on walls and fences. The Board discussed the proposal. Mr. Jonas made a motion to add to the Architectural Control Guidelines that astroturf is permitted and to not allow faux plantings and the villages would have the first right of refusal. Mrs. Pollard seconded the motion. The Board unanimously approved, and the motion was carried.

#### Special Projects

Mr. Jonas advised that the lighting project is going great and a lot of the poles have gone up already. He commended Mr. Eustace for doing a great job. The installation consists of a three crews. The first crew bores and installs conduits, the second crew is setting the concrete bases, the third crew is installs the poles and electrical wiring. We are expecting a fourth crew soon to install electrical racks to be connected to FPL. All of the equipment and supplies are on campus. There will be a temporary visual affect with the old poles mixed in with the new. He and Mr. Eustace are hoping to speak with the FPL Contract Department to get permission for our contractors to remove the old FPL poles. Mr. Eustace advised that we are not paying for electricity for the FPL poles as the electricity is included in the FPL rental program.

The renovation in suites 101 and 102 is coming along well. The window frames have been installed, plumbing is complete, interior framing is 90% complete, electric and low voltage is 70% complete, mechanical ducting is complete, units are being installed. Drywall and exterior stucco will begin in the next 10 days.

#### Communications

Mrs. Rome reported that the committee has been very busy working on the monthly article for the BWCC magazine, eblasts, educational sessions and updating the website. Everyone on the committee has a professional background in marketing/communications. The Educational Sessions are resonating positively.

#### Safety & Security

Mr. Greenfield reported that security technology goes out of date every 3-5 years and Chief Lastella has put money in the budget to get new plate readers at all three gates. Chief Lastella is also working toward integrating AI and will be recording guests as they come in and the new plate readers will also trace the car model and color, not just the plate, at all three gates. We will be upgrading the stop sign cameras with respect to our software with the new company and we are going to be the new Beta site.

Mr. Greenfield reported that he received a request from a resident to install a crosswalk from Willow Wood to the Golf & Activities Building. The cost would be about \$5,700. Mr. Greenfield made a motion to install a crosswalk at Willow Wood to the Activity Center on Boca West Dr. The motion was seconded by Mrs. Pollard. The Board unanimously approved and the motion was carried.

Mr. Greenfield reviewed the year-to-date gate activity report. Mrs. Molina advised that the increased activity should have an impact on the Club's restaurants and activities. Mr. Bejarano asked her to include it in her agenda when she meets with the Club to discuss EV charging stations. Mr. Greenfield advised that he had asked Chief Lastella to share the report with Mr. Linderman.

Mr. Greenfield advised that according to the October monthly report, the Fast Access pass was issued 40,000 times. This is getting people through the gates quicker.

#### Landscape & Maintenance

Mrs. Pollard reported that considerable debris was removed after Hurricane Milton, but there was no damage. Installation of the holiday lights began in October and will turn "on" November 15th. The Administrative Building, entrance signs, entry curbs and gutters, as well as the brick pavers have been pressure washed. The Irrigation crew has been busy repairing irrigation line damage due to lightning strikes. Seven mainline repairs were made to the pumps.

#### Insurance

Mr. Greenfield reported that the committee will be meeting next month. The committee could not get the insurance going for captive property coverage. There is a resident who is an expert on liability insurance, which there is more of a market for this type of coverage. He will have more to report next month.

#### Grievance

Mr. Bejarano made a motion to accept the fines and suspensions as submitted. Mrs. Pollard seconded the motion. The Board unanimously agreed, and the motion was carried.

Mr. Bejarano reported that units purchased at auction, that the mandatory country club membership and Master Capital contribution is not posted to inform the buyers. Mr. Eustace explained that there is a fining process in place and we do have the authority invested in us to force the buyers to become a member of the Club or force them to sell their unit or foreclose.

#### Strategic Planning

Mrs. Molina reported that the Rental Renovation Program is coming along slowly. She commended Ms. Furman for her assistance and for creating a resolution to approve the program to go out to each of the communities so they can adopt it. The committee can educate people that it is available and how it works. Mrs. Molina will meet with Mrs. Rome to discuss how best to disseminate the information and post it on the website.

Mrs. Molina reported that the committee has done a lot of investigation on the EV Charging stations and are in a position to make a recommendation. The committee recommends taking the lease option, which costs about \$88,000. The first station will be across from the lifestyle center near the valet. Residents will be given a fob that is registered to their Club number, which they will give to the valet who will charge the car either on the Level II or Level III charger. It is up to the Club whether or not they want to charge for the service, but it is not meant to be a money maker but as an amenity. The committee does not recommend purchasing the chargers as we would be responsible for the maintenance. By leasing, they do the setup, maintenance, and software updates. Mr. Bejarano made a motion to adopt this proposal and make the recommendation to the Club to install EV charging stations. Mrs. Molina seconded the motion. The Board unanimously approved, and the motion was carried.

#### Finance

Mr. Grumet reported that the committee has been busy preparing for our audit and is putting forth the suggestion regarding the presentation of the Hotwire Contract according to the General Accepted Accounting Principles (GAAP). Mr. Grumet explained the changes and reviewed the adjusted financials and how it impacts the Hotwire assessment for each community.

The Finance Committee is suggesting a recasting of the contract for Financial Statement purposes which does not directly impact the budget and will be reflected in the audit. Mr. Eustace advised that our auditors believe GAAP allows for the current presentation. Mr. Bejarano advised we can leave things as they are or accept the Finance Committee's recommendation. If the Board approves it, it will not make any difference in the cash in the bank. It does make a difference in last year's P&L. Mr. Grumet advised that the Finance Committee believes there is no secondary option. Mr. Grumet made a motion to accept the Financial Committee's recommendation to change the financial presentation of the collected Hotwire door fee, per the contract, and in accordance to GAAP. The motion was seconded by Mr. Greenfield. The vote was called: Four (4) for (1) Against (2) Abstained. The motion was carried.

#### Legal

There was no business to report.

**Executive Director's Report**

Mr. Eustace reported that we are getting closer to becoming 100% online check pay with the new accounting software.

Mr. Eustace reminded the Board of the important dates for the upcoming Representative meetings listed on the agenda.

Advanced Security was brought in to work with our security supervisors to have them better trained. They conducted training in the guardhouses and also while on patrol with our guards.

**New Business**

Mr. Etter, president of The Island, asked to reinstate the fountain in the lake and asked the Board to consider paying half of the cost of the fountain. Mr. Greenfield made a motion to pay for half of the fountain, not to exceed \$8,000 and the Master Association will not be responsible for the electrical installation, maintenance cleaning, light bulbs, pumps and motors, or re occurring electric costs.

Mr. Jonas seconded the motion. The Board unanimously approved, and the motion was carried.

**Good & Welfare**

Mr. Gary Goldman asked the board to recognize that the Hotwire contract not be presented at one shot but be presented over the life of the contract.

Mr. Schwartz requested that when the Master Association sends an eblast to also send it to the Club board members. He advised that there has been a change in the Renovator Program, to package in units that are being foreclosed, the approved renovators can negotiate with the people who did not understand the equity buy-in and want to sell the unit quickly. Mr. Schwartz reminded the Board that according to Florida law, members can only speak on agenda items only.

Mrs. Wittlin suggested sending an eblast encouraging people to volunteer in their villages and also an eblast announcing the new village center will offer the village boards a nice place to meet.

With no further business to discuss, the meeting was adjourned at 3:44 P.M.

Next Meeting Date: Wednesday, December 18, 2024 @ 1:30 PM.

Respectfully submitted,



Daniel Bejarano  
BWMA, President



Ronnie Pollard  
Secretary

12/17/2024

Date