

MADISON GREEN MASTER ASSOCIATION
BOARD OF DIRECTOR'S MEETING
April 25, 2012

Jeff Hmara, President, called the meeting to order at 6:30 pm.

Officers and Directors present were: Jeff Hmara, President; Eileen Feiertag, Vice President; Max Mollohan, Secretary; Dave Schenkelberg, Treasurer; Gary Garramone, Director and Ross Shillingford, Director. Bernie Holmstock, Director was absent. Lynn Linfante and Dianne Gasc, Property Managers also attended.

Motion by Eileen Feiertag to waive the reading of the Minutes and approve the March 28, 2012 Minutes as written.

Seconded by Dave Schenkelberg.

Motion carries 4-0 (Max Mollohan and Ross Shillingford were not present at this time).

REPORTS:

MGMA Board Update Report:

Jeff Hmara gave a brief overview about the Clubhouse activities. The Spring Fling was a great success and an article about the event was published in the Town Crier, April 13 -19, 2012 edition. We are hoping to have another great Fourth of July Pool Party and the Kid's Movie night will be starting in June. See attached Update.

Treasurer's Report:

Dave Schenkelberg reported on the financials. As of March 31, 2012, the Operating Account had \$289,546 and the Reserve Cash \$577,965. The overall budget is over by 0.2%.

Delinquency Status:

172 units are two quarters or more past due.

Property Manager Report:

See attached Report. Dianne Gasc, Assistant Property Manager, reported that in April, seven (7) estoppels were prepared by the MGMA management team. A total of \$1,050 was collected.

COMMITTEE REPORTS:

ARC:

Dianne Gasc reported: MGMA ARC Committee meetings were held on April 10th and April 24th. A total of ten (10) applications were reviewed and approved by the Committee, seven (7) for exterior painting and three (3) for fence installations. The MGMA Property Manager has done the final inspection and approved the return of ARC deposits for thirteen (13) ARC projects: ten (10) for exterior paint, two (2) for landscaping, and one (1) for a screen enclosure.

Charlie Larson, President of Walden Village, and Jason Stanckiewicz, Treasurer of Walden Village, gave a presentation on the installation of swinging gates at the Walden Village entrance. They have an approval from the Village of Royal Palm Beach for this project. After much discussion by the Board and the attendees:

Motion made by Dave Schenkelberg for the Board to direct the ARC Committee to draft a description and guidelines for the installation of gates (swinging, rolling, or extended) at the entrance of a Village. This is to include: height, color, and basic styling. In addition, the draft should include guidelines for gates crossing over sidewalks.

Eileen Feiertag seconded the motion.

Motion carries 6-0.

Government Liaison Committee Report:

Jeff Hmara spoke about meetings with the Village Council and that this has been keeping him very busy. The council meets the first and third Thursdays of each month at 7:00 pm at the Town Hall. He reminded everyone to plan on visiting the new Royal Palm Beach Commons Park scheduled to open in July.

UNFINISHED BUSINESS:

New Legal Representation:

Max Mollohan talked about his research of local law firms. Most attorneys were only interested in collections. Most of the hourly rates and fees were similar to the amounts charged by Becker and Poliakoff.

Motion made by Dave Schenkelberg to remain with Becker and Poliakoff.

Seconded by Max Mollohan.

Motion carries 6-0.

The Board thanked Max for the time involved with researching this issue.

Golf Course Signage:

Gary Garramone spoke to Todd Schoenwetter about the entrance monuments needing to be repainted due to the installation of the new letters. He assured Gary the work would be completed next week.

Code of Ethics Board Signature:

Completed.

Intake Screens:

Completed.

Great Room Carpet:

Waiting for binding materials to be delivered. Lynn Linfante is hopeful that this will be completed next week.

Tennis Court Wind Screen:

Tabled until July 2012.

Sidewalk and Curb Cleaning on Crestwood:

Waiting for third proposal.

Kiddie Pool Mushroom:

Painting completed. Thank you to Joe Schelorke for volunteering to paint the mushroom. Once the sealer was applied some of the original colors bled through, Fred Rios will be touching this up.

Landscaping Status:

Okeechobee berm completed.

Queen Palm Tree Replacement completed.

General Planting:

Motion made by Ross Shillingford to approve an expenditure not to exceed \$7,800 for replacement and landscaping on Crestwood Boulevard and other thinning areas on master property.

Seconded by Eileen Feiertag.

Motion withdrawn for clarification.

Lynn Linfante presented photos of landscaping beds that were completely bare on both sides of Crestwood and on the east side by Saratoga Lakes. Dave Schenkelberg will check the budget items for these expenditures.

Motion made by Ross Shillingford to approve an expenditure, not to exceed \$4,484.50, for landscaping along the Crestwood median as proposed by High Standards.

Seconded by Eileen Feiertag.

Motion carries: 6-0.

Landscaping Contract:

Completed.

Mulch for Property:

The cost of mulch installation is included in the 2012 MGMA Budget. Mulch installation is tabled at this time. By sodding and enclosing the beds surrounding the plantings and trees, the MGMA will be saving money by mulching after the completion of the installation of the sod.

2011 Audit:

A draft of the 2011 MGMA Financial Audit has been given to MGMA for signing by Dave Schenkelberg and Jeff Hmara. Dave reported that there are two (2) small adjustments that need to be made, plus the adjustments to be made by Academy Accounting due to the Chapnick suit. Once this has occurred, the Audit will be finalized and will be available to the Homeowners at their request for viewing.

NEW BUSINESS:

Sod Proposal:

Lynn Linfante presented three proposals for sod installation and pointed out the scattered areas on a map where the sod will be installed. Lynn recommended Odum Sod Inc. because of their experience, their knowledge, and their dependable track record.

Motion made by Ross Shillingford to approve the sod proposal in the amount of \$2,100 as recommended by Lynn Linfante. Eddie Smith from High Standards and Lynn should supervise the project.

Seconded by Eileen Feiertag.

Motion carries 6-0.

MGMA Maintenance of Association Owned Units:

Motion made by Eileen Feiertag: For curb appeal of MGMA owned units, the following maintenance should be done: 1. Pressure washing of the roof, the house, the driveway, and the walkways will be done only as needed, but not more often than 1-1/2 years, but not less often than once every two (2) years.

2. There will be an initial clean-up of the front, side, and back yards which will include a mowing of the grass. The grass will be mowed only as needed, but not less than once per month. During the rainy season this should be increased to once every three (3) weeks. The current Property Manager along with one Board member (not living in the Village in question) will make this determination.

Seconded by Dave Schenkelberg

Motion carries: 6-0.

Code of Ethics for Contractors:

Motion made by Eileen Feiertag to accept the following code of ethics for MGMA contractors:

"Contractors will adhere to a code of ethics in which they will: 1. Be governed by the highest ideals of honor and integrity. 2. Identify and eliminate participation of any individual in which a conflict of interest may be involved. 3. At no time or under any circumstance offer or accept directly or indirectly, gifts, gratuities or other things of value which might influence or appear to influence the contract award decisions. Upon proven violation of the code of ethics, the contractor will be terminated." This will be given to all current contractors and future contractors. This agreement will be signed by both the contractor and a representative of the Board.

Seconded by Gary Garramone.

Motion carries: 6-0.

Statement of Work for the Landscaping Contract:

A new committee has been appointed by the Board to view and make recommended changes to the existing landscaping statement of work for our landscape contract. The committee comprised of Carolyn Hmara, Steve Feiertag, Jim Bass, Ross Shillingford, Joe Gall, and Lynn Linfante will make plans to rewrite this document in the coming weeks.

Grass Damage – Pine Road and Walden Entrance:

There has been damage to grassy areas on Pine Road and at the Walden entrance. Gary Garramone has been in touch with Todd Schoenwetter (Madison Green Golf Course) to try and work out a solution for the area in question on Pine Road. The grass at the Walden entrance appears to be growing back and we will give it some more time to grow in before replacing the sod. Suggestions were made to have wooden stakes and rope installed on the Pine Road areas to stop traffic through these areas. Gary will be in touch with Todd Schoenwetter to instruct his maintenance people not to drive in these areas.

Resignation of Board President:

Jeff Hmara resigned from the MGMA Board of Directors due to conflicts in scheduling. The Board thanked Jeff for time served and all of the accomplishments that were completed during his presidency. The Board will reach out to the membership to fill the Board vacancy. At the May Board meeting, the vacancy will be filled and the Board will have a short re-organization meeting.

Open Forum:

A Homeowner requested that the sprinkler timers on Crestwood Boulevard be adjusted so that early evening walkers would not get wet. Lynn Linfante will be in touch with SBT to make this adjustment.

Adjournment:

Motion made by Dave Schenkelberg to adjourn the meeting at 8:45 pm.

Seconded by Max Mollohan

Motion carries 6-0.