

**Madison Green Master Association
Board Of Director's Meeting
December 16, 2014**

Eileen Feiertag, President, called the meeting to order at 6:30 pm.

Officers and Directors present were: Eileen Feiertag, President; Treasurer; David Schenkelberg, (arrived 6:35 pm), Maxine Yoss, Secretary; Max Mollohan, Director; Charlie Larsen, Director; and Carolyn Hmara, Director. Bernie Holmstock; Vice President absent. Lynn Linfante, Property Manager, was also in attendance.

Eileen Feiertag stated the meeting was properly noticed in accordance with the By-Laws and a quorum was present.

Motion made by Charlie Larsen to waive the reading of the minutes from the Board of Directors Meeting held on November 19, 2014 and approve them as written.

Seconded by Maxine Yoss.

Motion carries: 4 - 0. Carolyn Hmara abstained.

Motion made by Charlie Larsen to waive the reading of the minutes from the Re-Organizational Meeting held on December 1, 2014 and approve them as written.

Seconded by Maxine Yoss.

Motion carries: 5 - 0.

Eileen Feiertag read an email dated December 16, 2014 from Bernie Holmstock: I will not be able to attend this meeting due to a prior commitment. I will be able to attend all other meetings this year. I've looked over the meeting packet and see nothing that needs my input at this time. I wish you all a good and short meeting.

REPORTS:

Treasurer's Report: David Schenkelberg reported on the Financials as of November 30, 2014. The Operating Cash was \$638,614 and Reserve Cash was \$760,731. He reported there were 304 units delinquent and mentioned that at this time of year there is always a downward trend.

Motion made by David Schenkelberg to move forward with lien foreclosure on this particular unit, as the unit is delinquent by over \$30,000. This unit has defaulted on a past payment plan.

Seconded by Maxine Yoss.

Discussion: If the unit counters with a payment plan, the Board wants a large upfront payment.

Motion carries: 6 - 0.

David stated that R & M monitors all payment plans.

Maxine Yoss asked if Mr. Kinsey is still involved with any collection actions. David Schenkelberg answered no. We are still paying him off.

David recommended having a Closed Legal Board Meeting in late January 2015 or the beginning of February 2015. He will coordinate this meeting.

Re-Affirmation of Committee Appointments and AD- HOC Committees:

Eileen Feiertag stated that the MGMA ARC is the only standing Committee. The current members are: Judy Masotti, Judy Ratka, and Marty Ross; with Jessica Babcock as an alternate. All have expressed an interest in continuing to serve.

Motion made by Maxine Yoss to re-affirm the current members of the MGMA ARC Committee.

Seconded by Carolyn Hmara.

Motion carries: 6 - 0.

Motion made by David Schenkelberg to disband the MGMA Ad Hoc Landscape Committee effective December 31, 2014.

Seconded by Maxine Yoss.

Motion carries: 6 - 0.

Motion made by David Schenkelberg to re-affirm the MGMA Ad Hoc Gym Committee consisting of Eileen Feiertag, Jeff Hmara, Bernie Holmstock, and Marty Ross.

Seconded by Carolyn Hmara.

Motion carries: 6 - 0.

Eileen Feiertag suggested reaching out to the community to set up a MGMA Ad Hoc Tennis Committee. This committee will work with the Property Manager to get recommendations and bids for the new surface on the tennis courts and the drainage system surrounding the courts. Gravel and sod was suggested to be installed around the tennis courts in lieu of landscaping.

Re-Affirmation of Signatures on MGMA Accounts:

Motion made by David Schenkelberg to have the current officers: Bernie Holmstock, David Schenkelberg, and Maxine Yoss remain the signatories.

Motion seconded by Charlie Larsen.

Motion carries: 6 - 0.

Discussion: Each check issued must have two signatures and unless David is not available, he should be one of the two.

New Rosenbaum Mollengarden Site Sign-In Code: Dave Schenkelberg reported the code has been changed and the current Board members have been emailed the new code.

Setting of 2015 Board Meeting Calendar: The 2015 meeting dates are as follows: Wednesday, January 21st (Maxine Yoss may be absent); Wednesday, February 25th; Wednesday, March 25th (Lynn Linfante will be absent); Wednesday, April 29th (Eileen Feiertag may be absent); Wednesday, May 27th (Max Mollohan will be absent); Wednesday, June 24th (Maxine Yoss will be absent); Wednesday, July 29th (Max Mollohan will be absent); Wednesday, August 26th; Wednesday, September 30th; Wednesday, October 28th; Wednesday, November 18th (moved to the third Wednesday due to Thanksgiving); Monday, December 7th or Monday, December 14th will be the Annual Members Meeting, with the election of the 2016 BOD, followed by a Re-Organizational Meeting (this date is subject to change); and Wednesday, December 16, 2015 (Goal Setting, Calendar Dates for 2016, and Timely Agenda Items - this date is subject to change).

Setting of 2015 MGMA Goals and Objectives: After a brief discussion, Eileen Feiertag asked the Board email Dianne Gasc with their recommendations for the 2015 MGMA Goals and Objectives well in advance of the next Board meeting.

Review of Board Certification and Code of Ethics: All Board members have completed their Board Certification and have signed the Code of Ethics.

Carolyn Hmara recommended that the staff should have a Code of Ethics. Eileen Feiertag stated this will be added to New Business for the January Board meeting for discussion.

2015 Projects, Liaisons, and Timing: Eileen Feiertag reported that whenever possible the scope of work should be sent out to Vendors and the bids should be returned to the office in a sealed envelope. The bids will then be opened by Lynn Linfante, Property Manager and the Board liaison for the project. All projects will be coordinated through the Property Manager. It was also suggested that we revisit the current Procurement Policy.

Liaisons and approximate timing:

Golf Course and Lakes - Charlie Larsen - addition of lake aeration system - November (will consult with our Lake vendor).

Rosenbaum & Mollengarden – Collections - David Schenkelberg.

ARC - Eileen Feiertag.

Gym Ad Hoc Expansion – Eileen Feiertag - completion late January.

Pool Furniture Replacement and Cabana Drapes – Maxine Yoss - February or March.

Landscaping – Carolyn Hmara.

Personnel – Eileen Feiertag.

Activities – Bernie Holmstock (Bernie expressed interest in continuing as Liaison.)

Tennis court – To be determined - June.

Additional Lighting - To be determined - July or August.

IRS issues from 2004, 2005, and 2006 - Eileen Feiertag

Time Sensitive Agenda Items:

Gym Committee Report: Jeff Hmara presented the Gym Expansion report regarding the following topics: the purchase of new gym equipment, gym window shades, and revision of gym rules and regulations. Jeff explained that the difference in the bids for the new gym equipment (\$22,530.29 and \$27,041.61) was due to the possibility of replacing the current leg press machine. The Committee recommends holding off on that piece at this time. The Committee may also recommend in the future two additional pieces of equipment: a stationary bike and arm curl bars, once it can be seen how much space is available.

Motion made by David Schenkelberg to approve the \$22,530.29 expenditure for the addition/replacement of gym equipment by ProFitness, but not to expense this until after January 1, 2015.

Seconded by Carolyn Hmara.

Motion carries: 6 - 0.

Lynn Linfante contacted a company, Interior Quality Products, which was recommended by our recent gym contractor. The installation, cornices, and shades came to \$780, which will put the gym expansion budget over by approximately \$745. This company was less expensive than the other competitor. Lynn said the representative was very professional and the company had good credentials and references.

Motion by Maxine Yoss to purchase the window treatments for the two gym windows from Interior Quality Products for \$780.

Seconded by Charlie Larsen.

Motion carries: 6 - 0.

Jeff Hmara, on behalf of the Gym Committee recommended three (3) changes to the current gym rules. The first change increases the age of persons allowed to use the gym to 16 years of age. This was recommended by our Gym vendor and our insurance carrier. The second change was to eliminate the time restrictions for approved guest hours for gym use. The third change was to not allow electric cigarettes or tobacco products any place in the Clubhouse.

Motion made by Carolyn Hmara to make the following modifications to the MGMA Gym Rules and Regulations as recommended by the Ad-Hoc Gym Committee: 1. No one under the age of 16 is permitted to use the gym equipment. 2. Owners/Residents may bring in one (1) approved guest per household (this excludes all guests who reside in Palm Beach County). 3. No smoking of any kind is permitted in the Clubhouse facility, including the gym; this includes electronic cigarettes, cigarettes, cigars, etc.

Motion seconded by Maxine Yoss.

Motion carries: 6 - 0.

MGMA Insurance Renewal:

David Schenkelberg reported on the MGMA insurance premium for the coming year. The total insurance premium will be \$74,141.09, which is over the \$65,000 budgeted amount. The Director and Officer Insurance was increased late last year which made our premiums go up for the 2015 year and overall increase. The worker's comp insurance (\$5,308) which is included in the premium actually is reported on the salary budget line and not on the insurance line, so the increase of budget is not that great.

Motion made by David Schenkelberg to approve the insurance cost of \$74,141.09 and to pay the premium in full to avoid the annualized interest of 1.9%.

Seconded by Charlie Larsen.

Motion carries: 6 - 0.

IRS Issue: Eileen Feiertag reported that the 2005 Civil Penalty, including payrolls taxes, interest, and penalties of \$21,470.54 was 100% wiped out. The 2004 Civil Penalty is still pending and it still looks good that this will be lower or brought to zero.

Ratification of Repair of Golf Cart:

Motion made by David Schenkelberg to ratify the repair of the golf cart expense of \$780.

Seconded by Max Mollohan.

Motion carries: 5 - 1. Charlie Larsen voted against the motion.

Discussion: The subject of email voting will be added to the agenda for January for discussion.

Playground Structure: Lynn Linfante reported the playground dinosaur structure was in need of repair. The cost of parts to ship from the manufacturer is \$900 and the cost of a new replacement dinosaur is \$1,700. Lynn also mentioned that it was 11 years old and hardly used by the children and recommended that the better way to go was to do away with the structure.

Motion made by Charlie Larsen to remove the dinosaur, fill the hole, and repair the hole with an artificial grass patch.

Seconded by Dave Schenkelberg.

Motion carries: 6 - 0.

Clubhouse Hours: Lynn Linfante announced that now that the gym will be opened, she reached out to the staff and the Clubhouse will be opened on New Year's Day from 11 am until 4 pm.

OPEN FORUM:

Steve Feiertag, a Fairfax resident, thanked David Schenkelberg for the wonderful job he has been doing with the financials throughout the year and wanted him to be recognized and appreciated.

ADJOURN:

Motion made by Max Mollohan to adjourn the meeting at 8:35 pm

Seconded by Carolyn Hmara.

Motion carries: 6 - 0.

Meeting adjourned at 8:35 pm.

Respectfully submitted by

Lynn Linfante, MGMA Property Manager

Approved on: January 21, 2015