

MADISON GREEN MASTER ASSOCIATION
BOARD OF DIRECTOR'S MEETING
July 29, 2015

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

Officers and Directors present were: Eileen Feiertag, President; Bernie Holmstock, Vice President; David Schenkelberg, Treasurer; Max Mollohan, Director; Charles Larsen, Director; and Carolyn Hmara, Director. Lynn Linfante, Property Manager and Dianne Gasc, Assistant Property Manager, also in attendance. Maxine Yoss, Secretary, had an excused absence.

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

Motion made by Bernie Holmstock to waive the reading of the minutes from the Board of Directors Meeting held on July 1, 2015 and approve them as written.

Seconded by Dave Schenkelberg.

Motion carries: 6 - 0.

Motion made by Charlie Larsen to approve the minutes from the Closed Personnel Meeting held on July 16, 2015 and approve them as written.

Seconded by Bernie Holmstock.

Motion carries: 6 - 0.

Treasurer's Report: David Schenkelberg reported on the Financials as of June 30, 2015. Operating cash is \$661,162. Reserve cash is \$766,199. David noted the delinquency is down to a record low of 225 units. The delinquency numbers will spike again next month because it is a month the assessments are due. Last month David spoke about a unit that was scheduled for sale for mid-July. This sale did not occur and there is a suspicion of bankruptcy. David will follow up with Rosenbaum Mollengarden.

Motion made by Charlie Larsen to suspend Clubhouse and Voting privileges for the (7) seven units on the confidential list provided to the Board.

Seconded by Bernie Holmstock.

Motion carries: 6 - 0.

Letters will be mailed to these homeowners the first part of next week.

Property Manager's Report: See attached report. Charles Larsen reported that the Okeechobee berm was cleaned up nicely and he was very pleased with High Standards.

COMMITTEE AND AD-HOC COMMITTEE REPORTS:

Government Liaison Report: Jeff Hmara, VRPB Councilman, spoke about the sale of old water treatment plant located on Crestwood Boulevard. The developer, Lennar is very committed to the project. The closing will occur by the end of December 2015. Jeff talked about the proposed senior housing project. There will be an RFP (Request for Proposal) prepared by the VRPB for the construction of the building and operation of the project once it is built. There is a new superintendent of schools in PBC. Information on this is available online at PBC School District's website. The County Commissioners will be considering whether to propose a ½ cent increase in the PBC sales tax to be included on the November 2016 ballot. The reason for the proposed tax increase is to provide increased income to cover a major backlog in the County's infrastructure repairs and maintenance of road work, schools, parks and libraries. The next VRPB Council meeting will be at the Village Meeting Hall on August 20th.

Andrew and Patricia Nunes, a Pinehurst resident, asked if the Crestwood Project has plans to improve the roads and add schools. Jeff responded that there was not a plan to expand Crestwood Boulevard.

MGMA ARC Committee:

Marty Ross reported on the MGMA ARC Committee meetings that were held July 7 and 21, 2015. A total of 13 ARC's were reviewed and approved by the Committee: 8 for exterior painting; 2 for landscaping; 1 for fence installation; 2 for screened patio installations; 2 for modifications to previously approved ARC's. The MGMA Property Manager has done the final inspection and approved the return of 9 ARC deposits for: 7 for exterior paint and 2 for landscaping. \$200 of ARC MGMA refundable deposits was forfeited from ARC's that were approved over one year ago. These homeowners never submitted a final inspection for the return of their deposits. Marty mentioned the ARC Committee will be meeting on August 4th at 3:00 pm to review homeowners' suggestions for exterior house colors.

Golf Course Liaison Report: Charles Larsen reported that the Golf Course is aerating the golf course during the next couple of weeks. He also reminded the Board and attendees that there is still room at the Golf Course Thursday Night Scramble.

Lakes Liaison Report: Charles Larsen reported that he went out with Louise Palermo from Superior Waterways and Lynn Linfante to inspect the lakes. Superior Waterways will be trimming the littorals and removing some of the lilies in some of the lakes. Charles reported that there may be an access for electric for a bubbler.

Activities Liaison Report: Bernie Holmstock reported the summer pool party on July 18th was a success, as it rained everywhere except at our party. Dianne Gasc reported 124 food tickets were sold. The MGMA proceeds were \$509 (\$474 in cash and \$35 on credit cards).

Landscaping Liaison Report: Carolyn Hmara said there are oyster plants that need to be replaced on Grand Oaks Boulevard and Pine Road. Carolyn will be in touch with Lynn Linfante on how many plants need to be replaced. Charles Larsen asked if additional bags of mulch can be added to the center median at the intersection of Okeechobee and Crestwood Boulevard. Lynn will speak with High Standards.

UNFINISHED BUSINESS:

Pool Furniture: Lynn Linfante reported that the MGMA received a refund check for \$6,750.08 from the pool furniture manufacturer. David Schenkelberg reported that this has been deposited into the Reserve account. He explained that several residents complained that the chaise lounges were uncomfortable. The Board wanted to send them back, but the manufacturer did not want them back in their inventory, and offered to refund a portion of our cost of the chairs.

Crestwood Boulevard Royal Palm Tree Removal & Replacement: Lynn Linfante reported that the new Royal Palm tree should be installed the first or second week in August. Eileen Feiertag told everyone that the area will be very congested during the removal and installation of the Royal Palm Tree, so drivers need to be extra cautious during that time. An email alert will go out to the residents once a date has been established.

Board Certification Class: Eileen Feiertag reported that there will be a Board Certification Session held at the Clubhouse on Thursday September 24th from 5:30 pm – 8:30 pm. Allison Hertz and Mark Keegan from Rosenbaum Mollengarden will be presenting this free class for anyone interested. Eileen Feiertag said that this was a wonderful opportunity to get new people involved and give current Boards a refresher on HOA topics.

Replacing Phone System – PBX Board:

Motion made by David Schenkelberg to purchase and install a PBX telephone board with surge protectors from Security Protection Specialists, not to exceed \$1,524.28.

Seconded by Bernie Holmstock.

Motion carries: 6 - 0.

Irrigation Contract: As the MGMA Irrigation Contract expires at the end of August, Lynn Linfante reached out to three irrigation companies, including our current vendor. The previously prepared RFP was provided to each vendor. David

reported the MGMA pays, in addition to our monthly contracted expense, about \$400 to \$800 a month for extra repair or maintenance work provided by our current irrigation company. The 2015 MGMA budget amount for this line is \$22,000. To date the MGMA has spent \$10,002 (right on budget, so far). Lynn recommended signing with Image Sprinkler Systems, as their references are good and a prior employee of our current vendor has starting working for this company and will be assigned to Madison Green. This employee is familiar with our property.

Motion made by David Schenkelberg to approve an annual contract for Image Sprinkler Systems at a monthly cost of \$1,200, plus parts and labor as recorded in the RFP.

Seconded by Charles Larsen.

Motion carries: 6 - 0.

Drinking Fountain: Installation has been completed.

Landscaping – additional planting: Completed.

Computer Maintenance Contract: Lynn Linfante spoke with Gina Parsons from GPC about entering into a bi-yearly computer maintenance agreement. She recommended that it would be less expensive if we called her on an as-needed basis.

Channel 63: Modification as directed by the Board direction has been completed. From this point forward, there will be only a contact informational slide.

Lighting Project:

Okeechobee and Crestwood Monuments: Lynn Linfante presented a proposal from Custom Lighting of America and recommended that this section of the lighting project be completed by the same vendor.

Motion made by David Schenkelberg to approve the bid of \$5,400 from Custom Lighting of America to install 16 additional bulbs and upgraded power transformer at the monuments located at the intersection of Okeechobee and Crestwood Boulevards as described in their proposal.

Seconded by Carolyn Hmara.

Motion carries: 5 - 0. Bernie Holmstock abstained.

Clubhouse Lighting: Discussion deferred, as more information is needed.

New Announcement Signs: Dianne Gasc presented the proposal from Signs of Progress.

Motion made by David Schenkelberg to approve the proposal from Signs of Progress for \$2,197.38 for 15 new announcement signs and additional slide inserts.

Seconded by Charles Larsen.

Motion carries: 6 - 0.

2016 Possible Projects Wish List: Eileen Feiertag read the list of (9) projects that has been collected from the Board and residents for the 2016 wish list. They are:

1. Addition of a storage building for equipment, golf cart, and trash.
2. Solar heater panels over the heaters.
3. Security cameras for the playground and tennis courts.
4. A seating area in front of the Clubhouse.
5. Racquetball court.
6. Re-surfacing of the Clubhouse parking lot.
7. Commercial pressure washer.
8. Outdoor lighting at the pool.

9. Lake fountain.

Bernie Holmstock reported he no longer wanted the racquetball court on the wish list.

Patricia Nunes, a Pinehurst resident, asked if the main pool can be re-surfaced. Lynn Linfante reported that the pool is not scheduled for re-surfacing, as it was done approximately 5 years ago.

Eileen Feiertag added re-furbishing the Great Room.

Lynn Linfante will get "ball park" pricing for the projects on the wish list for the next Board meeting. Eileen Feiertag said that the Security cameras for the playground and tennis courts and the commercial pressure washer can be considered operating expenses. David Schenkelberg suggested that we look at the historical expense on the Great Room renovation.

NEW BUSINESS:

MGMA Color Chart Revision: Eileen Feiertag reported that this was previously mentioned by Marty Ross in the MGMA ARC report. Marty mentioned the ARC Committee will be meeting on August 4th at 3:00 pm to review homeowners suggestions for exterior house colors.

Definition of Board Liaison: Carolyn Hmara reported she is working on it and will get together with Eileen Feiertag before the next meeting.

Large Patio Umbrella Replacement:

Motion made by Charles Larsen to replace the outdoor patio umbrella and spend no more than \$300.

Seconded by Bernie Holmstock.

Motion carries: 6 - 0.

Lynn Linfante will get a price on a commercial patio umbrella before we have to replace the umbrella again.

Board Correspondence: Dianne Gasc read a thank you card from Charles Larsen and family.

Max Mollohan asked to be excused from the meeting.

OPEN FORUM:

Eileen Feiertag thanked everyone for coming to the Board meeting. She said it was great to see the new faces and hoped they would continue coming to Board meetings.

Carolyn Hmara reported that she thought she remembered a Board motion that all proposals should be in sealed envelopes, but could not find the motion. Steve Feiertag, a Fairfax resident, recalled the discussion, but didn't recall a motion. Donna Broder, an Oakmont resident, was in agreement with Carolyn. Eileen Feiertag volunteered to work with Jeff Hmara to have wording prepared prior to the next Board meeting for adoption.

Patricia Nunes, a Pinehurst resident, reported that the Board was doing a good job and Madison Green was a lovely place to live. She had a grievance to share with the Board. She felt that the staff should have better customer service training and be dressed professionally. Eileen Feiertag answered that the staff has a dress code that is appropriate to the work they need to perform. Eileen reported that the Property Manager and the Assistant Property Manager trains the new staff in customer service training and staff meetings occur regularly. Eileen stated that if there is an issue with a staff member, that there is a procedure for handling the issue. Eileen informed the Board that Lynn Linfante and Dianne Gasc had met privately with Ms. Nunes to discuss the specific issue. Ms. Nunes mentioned that the sidewalk on Crestwood Boulevard near the Wyndham Village entrance needed repair. Eileen asked her to call Lynn Linfante and tell her the exact location so Lynn can contact the Village of Royal Palm Beach. Jeff Hmara reminded residents that they could call the Village of Royal Palm Beach directly with the location of sidewalks needing repair.

Wayne Lewis, a Fairfax resident, stated that he was in agreement with Patricia's comments.

Donna Broder, an Oakmont resident, had several issues: She recommended that there be management staff in the Clubhouse whenever it was opened. She suggested the MGMA have a policy and procedure for pool cleaning on the weekends, which would include how fecal contamination be handled by the staff. She would like clarification on why the MGMA requires residents to have liability coverage by the resident in order to bring in a swim instructor.

Andrew Nunes, a Pinehurst resident, complimented the Board on how fresh and clean everything is in the Clubhouse.

ADJOURNMENT:

Motion made by Charles Larsen to adjourn at 7:55 pm.

Seconded by David Schenkelberg.

Motion carries: 5 - 0.

Meeting adjourned at 7:55 pm.

Respectfully submitted by:

Lynn Linfante

Property Manager

Approved on: August 26, 2015