

**MADISON GREEN MASTER ASSOCIATION  
BOARD OF DIRECTOR'S MEETING  
OCTOBER 24, 2012**

Eileen Feiertag, President, called the meeting to order at 6:01 pm.

Officers and Directors present were: Eileen Feiertag, President; Bernie Holmstock, Vice President; Dave Schenkelberg, Treasurer; Max Mollohan, Secretary; Charlie Larsen, Director Maxine Yoss, Director; Lynn Linfante, Property Manager and Dianne Gasc, Assistant Property Manager. Gary Garramone (6:10 pm) attended later.

Motion made by Charlie Larsen to waive the reading of the September 19, 2012 Minutes and accept them as written.

Seconded by Maxine Yoss.

Motion carries 6-0. Charlie Larsen abstained.

**REPORTS:**

**Treasurer's Report:**

Dave Schenkelberg reported on the September Financials. As of September 30, 2012, the Operating Account had \$380,330 and the Reserve Account \$626,503. Overall expenses are under budget by \$13,111. 145 units 2 or more payments past due.

**Delinquency Status:**

Since August 1, 2012 we have received \$37,000 from Kinsey's Office form payment plans, late payments, and pay offs from past delinquencies.

**Property Manager Report:** See attached Report:

**COMMITTEE REPORTS:**

**Government Liaison Committee Report:**

Jeff Hmara spoke about the upcoming Presidential Election. The Ballot Sheets are long and he recommended that everyone read it first before going into the voting booth to save time. Royal Palm Beach High School will be holding open houses to explain their Academy programs. Royal Palm Beach Commons Park is still delayed, hopefully, next month will open. If anyone has any ideas for improving the Dog Park usage on Pine Road please send your idea to the Village of Royal Palm Beach. Jeff also talked about the Village of Royal Palm putting together a strategic plan on what residents of Royal Palm Beach like to see in 5, 10 or 15 years from now? He encouraged the Homeowners to be in touch with him with questions or concerns.

**ARC:**

Liz Shaffer reported: MGMA ARC Committee meetings were held on September 20<sup>th</sup>, October 9<sup>th</sup> and October 23<sup>rd</sup>. A total of 24 ARC's were reviewed and approved by the Committee: Fourteen (14) Exterior Paintings; one (1) Play Set Installation; six (6) Landscaping; one (1) Gutter; one (1) Fence, and one (1) Awning. The MGMA Property Manager has completed the final inspections and approved the

return of nine (9) ARC deposits for: five (5) Exterior Paintings; three (3) Landscaping, and one (1) Fence.

Liz Shaffer informed the Board that she has sold her home and will be giving up her position on the ARC Committee. Liz recommended Judy Ratka, who presently is on the Committee, to take her position as Chairperson of the ARC. This was supported by the Board.

Eileen Feiertag also reported that Maryanne Monahan would like to serve on the ARC Committee. Motion made by Eileen Feiertag to appoint Maryanne Monahan to the ARC Committee. Seconded by Dave Schenkelberg. Motion carries 7-0.

Liz Shaffer reported that a lot of ARC deposits have been on the books for over a year and the MGMA Accounting firm made the following recommendation: As the homeowner has six (6) months to complete an ARC, all ARC requests to have refundable ARC deposits returned must be completed within one (1) year of the MGMA approval or the deposit will be forfeited.

Motion made by Eileen Feiertag: As the Homeowner has six (6) months to complete a MGMA ARC, all ARC requests to have refundable ARC deposits returned must be completed within one (1) year of the MGMA approval or the deposit will be forfeited. Seconded by Maxine Yoss. Motion carries 7-0.

With the help of Academy Accounting the MGMA office will send out letters to Homeowners that have outstanding ARC deposits informing them of the new guidelines.

Thank you to Liz Shaffer for all the time that she has given to the MGMA Community.

Privilege Suspension Committee Report:

Steve Feiertag was absent. Noreen Heelan reported that the Suspension Committee met on October 17<sup>th</sup> at 6:30 pm. 53 letters were mailed and prior to the meeting 32 paid in full. The remaining 21 homeowners were suspended and no one showed up at the meeting. January 16, 2013 will be the next Suspension Committee Meeting.

Liz Shaffer resigned from the Committee and was thanked by the Board.

**BUDGET:**

Dave Schenkelberg presented the Proposed 2013 MGM Budget and explained the increase from \$320 to \$330 per quarter and asked if anyone had questions. Joe Gall from Wyndham Village had several questions: Why was the bad debt line reduced? This was done because of a recommendation from Academy Accounting and our Audit firm. How long is the Comcast Contract? 7 years. Why the large increase in electric? Due to the regular increase in the operation of the fountain after installation. The fourth quarter we always see an increase in electric due to the pool heater. Where in the budget do the special projects show up? On the "Projects" line. Are we pressing washing the sidewalks in 2013? No, maybe we can look at this for alternating years when we do not do hard wood tree trimming. Why the large increase in the "tree & palm trimming" line. We trim the hard woods every other year.

David Schenkelberg talk about the increase in the monthly amount going into "reserves" being increased by \$1,000 per month.

Motion made by Dave Schenkelberg to approve the Proposed 2013 MGMA Budget for mailing with the cover letter approved by the Board with several changes. The budget format to be used will be the three column version.

**Seconded by Max Mollohan.**

Motion carried 7-0.

All Homeowners were encourage to attend a brief budget approval meeting to be held on Monday, November 19, 2012 at 6:30 pm.

### **UNFINISHED BUSINESS:**

#### **Landscaping Status Report:**

Grass Damage Pine Rd: Completed.

Landscaping Contract: Eileen Feiertag reported that Steve Feiertag would be emailing the revised landscaping contract the next morning to the Property Manager and Committee Members.

Replacement of Coconut Palms: Charlie Larsen reported the Coconut Trees at the poolside were full of Spiraling Whiteflies and the contractor did not want them.

Gym Refurbishing: The recumbent bike has been replaced.

Audit Firm Contract: Contract signed and completed.

Policy for Requests for Official Documents: Posted as required and completed.

IRS Payroll Issue: Eileen Feiertag reported that the 2007 Forms 941 and Form 940 had not been filed. MGMA had no payroll during that period and Progressive Employer Services filed under their EIN. Eileen Feiertag filed "0" returns for the 2007 period with the IRS, the IRS will process them and put them in the system. Eileen spoke with a nice lady who was very helpful and she thought that 2005 and 2006 issues will be resolved. Fourth quarter 2004 Form 941 and Form 940 may be a problem.

Pool Repair: Completed.

Halloween Party: All preparations were made and several volunteers are ready to help.

### **NEW BUSINESS:**

Rental of Clubhouse by Golf Club: Some Board Members were not in favor of this idea. Property Manager will speak to insurance company.

Repair Windows in Gym and Kiddie Room: Property Manager is still waiting for proposals from contractors.

Repair of External Column Ceilings: Property Manager is still waiting for proposals.

Wi-Fi in Lanai: Motion made by Dave Schenkelberg to approve the Bolden Networks Contract to extend the Wi-Fi in the patio and pool area for \$800.

Seconded by Maxine Yoss.

Motion carries: 6-0, Garry Garramone abstained.

The Board asked that the contractor add a basis password for the Wi-Fi access.

Cleaning of the Tennis and Basketball Courts: Motion made by Eileen Feiertag for Lynn Linfante to rent a 13 HSP Power Washing Machine for \$90 per day for a two days and have Fred Rios do the work.

Seconded by Dave Schenkelberg.

Motion carries: 7-0.

Lighting of the Holiday Lights: The Board discussed when and how to light the recently installed holiday lights. The Board agreed to have the lights turned on November 19, 2012.

Additional Landscaping Issues: Lynn Linfante discussed the issue of the split philodendrons located at the entrance of the tennis courts are starting to come through the surface of the tennis courts. She will talk with Eddy Smith from High Standard Landscaping to get a clear proposal for the work to be done. The cost will be \$350 which will also include filling in several holes located around the basketball courts. Lynn and Maxine Yoss will start getting proposals to update the landscaping at the front monuments.

Guest Approval Procedure: Gary Garramone talked about adding "electronic" methods for Homeowners to get their guests approved.

Motion made by Gary Garramone to add "electronic" methods for Homeowners to get their guests approved for Clubhouse use, which will be followed up by the Homeowner coming in person within a designated period of time to confirm all information.

Seconded by Bernie Holmstock.

Motion carried 6-1 (Max Mollohan).

Main Pool Surface: Charlie Larsen spoke about the stains on the bottom of the pool and requested that Lynn Linfante call Tropical to investigate the situation.

### **OPEN FORUM:**

Kathy and Chris Cottier, from Ashford Village, asked the Board about the sand traps on the 12<sup>th</sup> hole on the golf course. They asked if any more planting will be done on this area. The Property Manager will check with Todd Schoenwetter and get back to them.

### **ADJOURNMENT:**

Motion made by Bernie Holmstock to adjourn.

Seconded by Max Mollohan.

Motion carries 7-0.

Meeting adjourned at 8:15 pm.