

Board of Directors Meeting

Posted: Tuesday, May 14th, 2019 at clubhouse bulletin and along entrance on Lennox Drive
Date: Thursday, May 16th, 2019
Time: 7:00 P.M.
Place: Clubhouse 21300 Lennox Drive, Boca Raton FL 33486

Agenda

1. Roll Call
2. Approval of Minutes
3. Financial Report
4. Old Business
 - a. Landscaping
 - b. Irrigation Bid
 - c. Military Trail Bids
 - d. Street Signs
 - e. Pool FOBs
 - f. NW 8th Street (LWDD)
 - g. Property Manager Report
 - i. Fountain/Potholes (Military)
 - ii. Committees (Landscape, Social, Pool, Roads, NW8th St)
 - h. Pool pump
5. New Business
 - a. Resident Yard Sales
 - b. Rover/Security
6. Adjournment

Attendance

Board Members

- Larry Abrams - President
- Rich Lubliner - Vice President
- Eric Hamm - Treasurer
- Eleanor Duffek - Director
- Ryan Rudock - Secretary

Residential Management Concepts

- Dawn Bedusa - Property Manager
- Samantha Grady - Admin Assistant

Owners

- 14 signed in as attending

Meeting Minutes (Tentative/Note Approved)

Note: the minutes may not all be in chronological order, when a discussion veered off topic that was placed under a section that relates if already brought up during the meeting.

1. Call to Order
 - a. Start: 7:03pm
2. All board members present
3. Approved the meeting minutes
4. Financial:
 - a. April 30th, operating accounts ~\$116, payables/accrued expenses ~\$20k
 - i. ~\$10k spent more than received thus far this year
 - b. Yearly audit not signed off yet by the board, want to treat as debt or current way as both
 - i. ~\$126k credit line treated as asset instead of a debt about \$300 per owner
 - ii. ~\$136k in debt when not counting the line of credit as an asset
 - iii. Possibility of assessing portion for unit to eliminate debt
 1. \$55,000 in operating budget to reduce line of credit, 2.3 years to pay back if no new items added
 2. Paid down \$18,000 so far this year
 - iv. Erik/Larry work on plan for paying down debt and reserves financial plan

- c. Stated that association will occasionally need to utilize debt for operations
 - d. Total master reserves ~\$76,000
 - i. ~\$50,000 reserved for roads so far
 - e. Asked by owner to have financial forensic accountant to look over assets/liabilities?
 - i. Board indicated master has a yearly independent audit for those purposes
 - f. Larry reviewing coverages for insurance items
 - i. Larry has a meeting next Tuesday to talk with insurance adjuster about guard house not covered as new construction within two years
5. Landscaping:
- a. Latest cut took longer due to raining
 - b. Existing contract needing further review for terms by board
6. Irrigation bids:
- a. Owner asked, Why water turned off for several weeks?
 - i. Owner indicated contractor informed that it was turned off last month
 - ii. Board indicated current contractor not performing, and as one of causes for going out to bid
 - b. Notice for irrigation 30 days, current spend as ~\$2,200 monthly
 - c. GRC bids needs to be separated for just irrigation
 - d. Eleanor/Ryan meet to go over what each bid includes since language between bids has varied language
 - e. Aim to setup meeting earlier in June to review/vote on irrigation
7. Military Trail:
- a. Just one bid for so far for pressure wash and paint, awaiting others
8. Pool Deck:
- a. Awaiting further bids
9. Street Signs:
- a. Awaiting further bids
 - b. Aim to address the rust and paint chipping
10. Pool fobs:
- a. Children and disrupting pool areas, some parents not ensuring own children or guests adherence
 - b. Don't have enforcement of who can or can't enter pools if banned due to disorderly conduct
 - c. Two bids for fobs need third and updated item
 - d. Securing pool at night brought up as a need
 - e. Eleanor brought up that spending on negative residents doesn't seem right instead of spending funds for adhering residents
 - f. Securing pool at night brought up as a need
11. Pool Pump:
- a. Approved replacing pool motor that broke and past standard life expectancy, cost ~\$1,800
12. NW 8th St (LWDD):
- a. Easement recently cut down significant landscaping areas behind properties
 - b. Eleanor discussed with LWDD and issue was due to FEMA forcement after Wilma, they aim to be removing all landscaping in their right of way
 - c. Phases told be LWDD first Hedges, debris, evaluate if fencing needing to be removed
 - d. Larry: proposal for associate Kevin to discuss further with LWDD, not sure if we can do anything
 - e. Owners with a survey send to Eleanor
 - f. Security for access to the community removing bushes allow access without going through Fairfield gate
13. Property management updates:
- a. Front fountain cleaned, new flag, pothole on Military fixed by city of Boca Raton
14. Committees:
- a. How often need to meet? As often as necessary
 - b. Send out invite for people to join committees and assign board members on what interest occurs
15. Yard Sale:
- a. Board advised that sub-associations can do in own areas
 - b. Only residents of Fairfield
 - c. No signs permitted on master
 - d. May be item for further discussion on social committee
16. Rover/Security:
- a. Owner, requested to add for security
 - i. Board advised, we had one before but was removed due to budget and complaints from residents
17. Roads:
- a. Larry discussed a need of second opinion if needed amendment for master handling roads
 - i. Board agreed that admenetment is needed and second opinion on matter not needed since board in agreement that proceeding with master amendment necessary to proceed with roads
 - ii. Confirmed that existing counsel indicated previously amendment would make process easier for

handling the roads by master

18. Adjurement

a. End: 8:32pm

Votes

Measure	1st/Proposed	Seconded	3	4	5	Outcome
Approve prev. meeting minutes	Eleanor	Rich	Eric	Larry	Ryan	Passed
Replace main pool motor	Rich	Eleanor	Rich	Larry	Ryan	Passed
Larry work with Kevin's company to mediate/discuss with LWDD	Larry	Eric	Eleanor	Rich	Ryan	Passed
Property manager send out invites for owner interest in committees	Ryan	Eleanor	Eric	Larry	Rich	Passed
Adjourn Meeting	Eric	Ryan	Eleanor	Larry	Rich	Passed