

# Waterlefe Master Property Owners Association Meeting Minutes

**Meeting Type:** Regular

**Date of Meeting:** Monday, May 24, 2010

**Location of Meeting:** Waterlefe River Club

**Time of Meeting:** 7:00 pm

**Attending Board Members:**

Karen Clark, President

Franklyn Dickson, Vice President

Gary Corson, Director of Finances

Mike Long, At Large

**Absent Board Members:**

Rich Donoghue, At Large

**1) MEETING CALLED TO ORDER:** by Karen Clark at 7:01 pm

**a) Acknowledgement of quorum**

- i)** Karen acknowledged the presence of a quorum, and noted the absence of Rich Donoghue. She informed the Board and the community that she has sent Rich an email asking him to resign, based on the fact that he has not been to any of the last five Board meetings, and has attended only two of his committee meeting assignments. Karen asked Rich to resign by Friday (May 28, 2010), but she has not heard back from him. If Rich resigns, a request will be sent out to the community to find someone to serve the remaining six months of Rich's term.

**b) Proof of Notice of Meeting was met.**

**2) APPROVAL OF MINUTES:**

**a) April 26, 2010 Regular Meeting**

**Motion by Franklyn Dickson:** to approve the April 26, 2010 Regular Meeting Minutes. Seconded by Gary Corson.

**Discussion:** none

**Vote on Franklyn Dickson's Motion:** Motion passed unanimously.

**b) April 1, 2010 Strategic Planning**

Karen: The minutes are not finished. The minutes will be brought up for approval at the June MPOA Board meeting.

**3) MASTER FINANCIAL UPDATE:**

**a) MPOA Financials**

Ben Strader (Treasurer) reported on finances: Cash Flow Statements, Income/Expense Statements, and Balance Sheets were made available to the Board and the audience.

The Finance Committee recommends that the Board adopt a policy that more accurately reflects identifiable uncollectable bad debt. The Committee provided text for a Motion to be considered by the Board.

Collections are running about \$15,000 below normal. The Finance committee has had four meetings to discuss ways to improve collections.

There had been a debit card problem that resulted in all debit cards having to be replaced. The Committee recommends a new policy, "**Use of M.P.O.A. Debit Cards**", to the Board. This would limit the balance in the debit card account to \$3,000, and any purchases in excess of \$500 by authorized debit card holders must be reported to the Waterlefe bookkeeper prior to the purchase to make certain that there is a sufficient balance. The responsibility for determining which Waterlefe employees are to be issued a M.P.O.A. debit card is vested in the Waterlefe Property Manager. Receipts for purchase must be given to the bookkeeper within one week.

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**Motion by Gary Corson:** to approve the Finance Committee's requested Motion:

***Use of M.P.O.A. Debit Cards***

- 1. The M.P.O.A Board has sole authority to issue debit cards. The responsibility for determining which Waterlefe employee is to be issued a M.P.O A. debit card as an authorized user and the enforcement of policies and procedures for its use is vested in the Waterlefe Property Manager.*
- 2. Any property valued up to \$500.00 that is to be used in the normal course of business may be purchased by the authorized holder of an M.P.O.A debit card. If the purchase is to exceed \$500.00, the Waterlefe Bookkeeper must be notified before the purchase is made to insure that the debit card account has enough funds for the purchase and an additional amount for purchases by other authorized users.*
- 3. All debit card purchases will require that the receipt for the purchase is returned to Bookkeeping each Friday or no later than within one week of purchase with no exceptions. Failure to turn receipts in a timely manner can lead to restrictions on debit card use or loss of privilege.*
- 4. This policy for purchases by an authorized holder of a M.P.O.A. debit card holder is not intended to apply to purchases by River Club employees for purchases for resale to River Club customers in their normal course of business.*
- 5. The Bookkeeper is directed to control the amount in the bank debit card account by never allowing the amount in the account to exceed \$3000.00.*
- 6. A committee chairperson may make a request for purchase of property for use by the committee in writing or by e-mail addressed to the Bookkeeper. The request must identify the requestor and committee affiliation, description of property requested, description of need, estimated cost, and date needed. The Bookkeeper will verify that the committee has the funds remaining in its budget as provided by the M.P.O.A. Board. A Board Member, M.P.O.A. Treasurer, or Waterlefe Property Manager will review the request and insure that all the above requirements have been met and then sign off before an authorized debit card holder is designated to make the purchase or a purchase is made by other means and a check is issued from M.P.O.A. funds to pay for the purchase.*
- 7. If a committee person makes an authorized purchase with their own funds then reimbursement for that purchase will be by M.P.O.A. check.*

Seconded by Karen Clark.

**Discussion:** Franklyn Dickson - Asked Ben Strader why we had to revoke all of the debit cards. Ben - We knew that at least one card had been compromised, and we wanted to clean the slate to protect against any other fraudulent use. Karen Clark - to the audience: we had a debit card number stolen and it was used quickly and widespread. We have no liability for the fraudulent charges.

**Vote on Gary Corson's Motion:** Motion passed unanimously.

**Motion by Gary Corson:** to approve the Finance Committee's requested Motion regarding bad debt:

*Moved: That the Treasurer be directed to implement the U.S. GAAP method for the bad debt reserve account named "As Specific Provision by Identify Specific Customers that have turned bad" for Homeowner assessment accounts that have been specifically determined to be uncollectable due to account receivable aging, foreclosure, or amounts are uncollectable due to the Florida 2nd Court of Appeals decision as related to homeowner associations. This method is to be effective beginning with the June, 2010 financials.*

Seconded by Franklyn Dickson.

**Discussion:** Gary Corson - Our balance sheet needs to correctly reflect the association's true financial condition. Bad debt is currently understated. This change will help to correct that. Ben Strader - There is currently \$87,000 in abeyance and we will re-classify a portion of that, perhaps \$50,000, as bad debt. Karen Clark - Waterlefe's legal team is rewriting our HOA policies to

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comply with the Florida 2nd Court decision that limits the amount that can be collected in the case of foreclosure to 1% of the mortgage outstanding or 12 months of HOA assessments. Mike Long to Ben Strader - Could we separate the cable TV portion of the dues to reduce receivables. Ben - We would still be responsible to pay the cable company for properties in foreclosure.

**Vote on Gary Corson's Motion:** Motion passed unanimously.

## b) River Club Financials

Balance Sheet, and Profit & Loss Budget vs. Actual reports were presented for the River Club.

## c) Reserve Study Status

Treasurer's Report: GAB Robins Report - They are under contract to go over everything this year, with updates for the next three years. We have adopted the cash flow method of accounting for the reserve account. We have put away proper reserves. The treadmills in the fitness center are scheduled to be replaced next year, but we may need to replace them sooner. We are well on track with our reserves. The Board needs to make a decision on the Cabana Pool Bar (Tiki Bar). It is not included in the reserves report, but can be added as a \$25,000 item for the roof, or if it is rebuilt in the current location, they would add it in for whatever amount of money it cost us to build it. The life of it would be about 25 years, and we could reserve for it over that period. Our reserve method is called "comprehensive reserves", so that there is one reserve amount that covers all categories. This method is to our advantage. Gary Corson commended the Finance Committee for the work they have done.

## 4) RIVER CLUB MANAGEMENT REPORT

Bill Bower: We missed our revenue target by the largest amount of the year. Covers were down compared with last year. Lunch continues to be a challenge. Cost of sales was down, but was artificially low due to an insurance judgment we received due to damage caused by the sprinkler system. We were well down in admin expenses partially because we had not applied the cost of the audits. Our focus right now is on banquet business. There will be a banquet section added to the website. Doug Egly has utilized a website search optimization service to improve the site's chances of being near the top of the list on search websites.

Events and food have improved. Surf & Turf has been well received. We're going to do more "family friendly" cook-out types of events. A new menu will be implemented on June 1st featuring fewer items, as is appropriate for the season.

Bill requested that the Board approve the purchase of one new treadmill to replace the one that is down, and leave the replacement of the others for 2011, as scheduled. To replace the treadmill with a comparable one will cost just over \$4,000. There is also a "point of sale" machine that is down which would cost \$1,200 to replace. We don't need it right now, but it should probably be replaced in the fall. We have replaced the pool signs and the umbrellas.

Bill wants to get together with the IT Committee to co-ordinate issues with Southtech, Inc. support. We could save \$275 to \$300 per month for support, but we aren't fully utilizing it. There are a lot of service assets that we're not using.

Receivables are significantly down from last month.

**Motion by Gary Corson:** to approve the purchase of the Life-fitness treadmill for \$4,100, and the IBS point of sale terminal for \$1,300. Seconded by Franklyn Dickson.

**Discussion:** none

**Vote on Gary Corson's Motion:** Motion passed unanimously.

Franklyn Dickson asked that reports be delivered to the Board as early as possible before meetings. He praised the quality of the meal that was auctioned at the benefit held at the Cart Barn.

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The meal was won by the Schulers, and was prepared and served by the River Club staff at the Schulers' home. Franklyn also thanked Bill Bower for donating to that event.

Karen Clark asked what we are doing to collect overdue items on the aging report. Bill said that we send notices at 30 days, 60 days, 90 days, etc. People who are 90 day or more overdue have had their accounts suspended. We may want to also consider suspending fitness center key access for those who are delinquent. Past due accounts represent a relatively small amount, roughly \$3,000, for a club of this size.

Ben Strader reported that the QuickBooks software that had been missing was located. Gary Corson: Tiki Bar (aka Cabana Pool Bar) - In reviewing our liquor license, it was determined that it covers all of the pool area, therefore, if the Tiki Bar is brought up to code, it can be located where it is currently, or at the east or west ends of the River Club overhang. As a result of the reserve study, it is apparent that we do have the funds available to renovate the Tiki Bar.

**Motion by Gary Corson:** to authorize Bill Bower to renovate the Cabana Pool Bar, in its current location, for between \$25,000 and \$30,000 to bring it up to code. Seconded by Franklin Dickson.

**Discussion:** Gary received a number of supportive emails. He feels that the Tiki Bar is a valuable amenity. Let's go ahead and bring it up to code. Franklyn asked Gary for cost figures to bring it up to code. Gary said that to bring it to code in the current location would be the least expensive. It would cost approximately \$25,000, compared to \$30,000 to move it to under the eaves of the River Club. Karen expressed reservations about spending \$25,000 for a third option for food. We already have food at the River Club and the Grille Room, and the Tiki Bar would be in competition with both of them.

There was a discussion about whether or not the Tiki Bar generates revenue. Gary feels that we could operate it at a break-even point, and that would support a valuable amenity. Bill Bower said that it should be able to operate at the breakeven point. Without corrections to bring the Tiki Bar up to code, we can bring food from the kitchen and serve it at the Tiki Bar, and we can serve closed container beverages, but we cannot serve mixed drinks.

After a lengthy discussion on the issue, Franklyn Dickson called the question, ending the discussion.

**Vote on Gary Corson's motion:** the motion failed by a split vote of 2-2-0

**For:** Corson, Long

**Against:** Clark, Dickson

**Abstain:** none

The motion will be brought up again at the next meeting.

Discussion continued with concern being raised over the need to know what the usage of the Tiki Bar has been; how many people use it and how much revenue does it produce. Bill Bower will provide information for the next meeting.

## 5) PROPERTY MANAGEMENT UPDATE

Doug Egly: The policy for violations notices is: first - a phone call; second - a written notice; third - a follow-up written notice; and fourth - fines. The majority of outstanding violations are for mailbox lights, followed by basketball hoops.

Residents have been asking about having their mailbox and posts painted. We are seeking estimates from contract painters, and have one for \$20 per mailbox. We estimate that there are about 450 that need to be painted, which would make the cost be about \$9,000. We are waiting for another quote. We are also considering hiring a temp to do the work.

Karen Clark expressed concern over the number of complaints that she has received from residents with basketball hoops. Doug suggested that the Board should make any decision on whether or not to change, or enforce, the Covenants. Audience discussion brought up the question of the Board's ability to turn off violators' entry clickers. Karen said there was a comment that some homeowners might want to force the issue by getting an attorney.

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Doug: There are 70 new work orders, 41 have been closed, 29 are still open. Most of them are for mailboxes.

## 6) COMMITTEES UPDATE

### a) Committee Reports

#### (1) Communications Committee

Jack Ritchie: Jack requested that he hold off on the report because it involves two items that are a part of the CATV Committee report. Gary Corson suggested jumping to the CATV Committee report [*agenda item 6, a), (9)*], and Karen agreed.

#### (2) Design Review Board

Karen Ohnmacht: Doug Egly had already given the report on the violations. The committee devoted a lot of time to the basketball hoop issue. Karen asked if there is a fining committee for violations. Karen Clark said that we do not have a fining committee in place, but that the Design Review Committee may make a recommendation that one be established.

#### (3) Boat Lift Committee

Franklyn Dickson: The decking has been repaired, and there are no other current issues for the committee.

#### (4) Activities Committee

Franklyn Dickson: The committee had reports on the Kentucky Derby, and the Mother's Day Buffet. Both were very successful. They discussed the cancellation, due to low reservations, of the Bonnie Gray Dinner Dance. Trivia is still doing well. The committee is looking for an additional male member, preferably someone with a family. The committee has asked the River Club Committee to suggest a policy on smoking.

#### (5) Welcome Committee

Gail Padgett: Sarah Wiley has put together a booklet for new residents as a replacement for the pile of loose pages that had previously been given out. The committee contacts each new resident and asks if they would like a visit. Very few request a visit, and, as a result, information about Waterlefe is not getting to new residents. If the Board approves the content of the booklet, the committee will give one to all new resident, going back to January of 2010, and will continue to distribute it to new residents. Also, anyone can purchase one for a fee of \$5. The booklet is designed to be easily updated as necessary.

**Motion by Franklyn Dickson:** To distribute the booklet to all new residents as of January 2010, and to make it available to anyone for a fee of \$5. Seconded by Gary Corson.

**Discussion:** none.

**Vote on Franklyn Dickson's motion:** Motion passed unanimously.

The committee requests the size of the committee be increased by up to four members.

**Motion by Franklyn Dickson:** To allow the Welcome Committee to increase its membership by up to four persons. Seconded by Gary Corson.

**Discussion:** none

**Vote on Franklyn Dickson's motion:** Motion passed unanimously.

#### (6) Finance Committee

Ben Strader: CDs have been consolidated to one bank account. As a result, bank fees

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went from \$167 to \$7.

The committee has been researching four credit card companies, and one, Card Systems, is not only able to give us an improvement in cost, but is willing to give us a check in advance to cover the cost of terminating our current service. Ben is still negotiating with the companies.

**Motion by Gary Corson:** to authorize the Finance Committee to select one of the card companies. Seconded by Franklyn Dickson.

**Discussion:** Gary Corson and Ben Strader explained that currently we are charged different amounts (discount rates) depending on what credit card is presented to us as payment for food or services. As a result, it is very difficult to determine what the actual amounts of our deposits, after fees, are.

**Vote on Gary Corson's motion:** Motion passed unanimously.

The committee is working on a policy on how to handle holiday bonuses, and it should be ready by the next meeting.

The Accounting Policies Procedures Manual has been reviewed by everyone involved with it, except for Vision. It should be ready for presentation at the next meeting.

The committee has been looking at the Southtech support contract, and as a result we will be getting some money back for trip charges that we were not supposed to be charged for.

We have a new phone system that is fundamentally working properly, but at first we had been provided with the wrong bandwidth from Verizon, and were getting some dropped calls, and we don't have a service agreement for the equipment.

The audit and the River Club review should be completed in about two weeks.

## (7) IT Committee

Martin Vaccaro: The committee met with Bright House technical representatives to test two sites for wireless routers to be provided by, installed by, and hosted by Bright House, at no cost to Waterlefe. Sites were selected in the River Club and the Grill Room that will provide complete coverage of those areas. The committee recommends to the Board that those routers be unprotected so that patrons can access them without the need for a password.

The committee is working on a Waterlefe IT Policy and Procedures document to govern the acquisition, installation, operation, maintenance and support of technology infrastructure and services owned or leased by the MPOA and used by Waterlefe residents, employees and vendors.

The committee recommends that security and privacy policies should be addressed by the MPOA Board for issues such as websites, and Board meetings. There is concern over whether Board and Committee meetings are open to non-Members.

The Committee is developing recommendations for the Strategic Planning Committee on IT issues involved with the planned data census.

As a result of a tour of the Waterlefe IT assets, it was apparent that an audit should be done to identify, label, and document each asset. Support vendors have been asked to provide details on the assets that they are responsible for. The audit process will be done by members of the IT Committee, beginning in approximately one week.

The committee has been invited to attend and participate in a meeting with the IT manager from Rizzetta and Company when they meet with the CDD representatives on mail service, archiving and backup.

The committee recommends to the Board that Tony Tierno be appointed to the committee to fill the vacancy left by Craig Clark's resignation.

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**Motion by Franklyn Dickson:** to approve the appointment of Tony Tierno to the IT Committee to fill the vacancy left by Craig Clark's resignation. Seconded by Karen Clark.

**Discussion:** none

**Vote on Franklyn Dickson's motion:** Motion passed unanimously.

Doug Egly asked if it would be possible to include Internet service for the River Club, Property Management, and the Golf Course in the new bulk contract with Bright House, just as TV service is for the River Club and Golf Course now. It was pointed out by Franklyn and Gary that it had not been a part of the discussions with Bright House, and that it would have to be brought up to the CATV Committee.

(8) Legal Ad Hoc Committee Status

Karen Clark: The committee has not been started. Karen will take over responsibility for it from Rich Donoghue.

(9) CATV Committee

Gary Corson: Board members have a complete set of data from the committee on their recommendation as to who should be awarded the CATV contract.

**Motion by Gary Corson:** to ask Jack Ritchie to prepare a contract with Bright House and to make sure it is acceptable to the agreement that was given to the CATV Committee, ask him to pass it through legal review and, once that is done, authorizing Karen to sign the contract in order to start the contract immediately, which returns money to the MPOA. Motion seconded by Franklyn Dickson.

**Discussion:** Jack Ritchie - In addition to saving about \$10,000 per month by switching to the new plan, which is a \$125,000 line item in our budget, Bright House will provide two free WIFI hotspots; one in the River Club that would provide Internet access in the dining room, the balcony, around the pool, and in the fitness center; the second one would be in the Grill Room, and would provide service for the dining room and the patio.

Jack recapped the saving under the new contract: Current charge per month per household is \$40.53. The new rate would be \$24.50 per month. The savings over the Bright House retail rate, should we decide not to contract for a bulk package for the 564 households, would be in excess of 2 million dollars over the five years that the contract would be in effect. Bright House has 355 references within the county vs. one for Verizon in the country. Comcast and the satellite companies did not offer bids. Jack recommends that we renew the Bright House contract as soon as possible. Another advantage is that for anyone who uses Bright House phone or internet, which is about 81% of the community, their price has crept up by about \$10 per month annually, from \$69, to \$79, and capped out at \$85 per month. Although it's not part of the contract, they are going to roll back the cost for internet or phone to \$59 per month, and lock it in for 24 months. For part time residents, they can switch off phone and/or Internet service for a onetime fee of about \$20 or \$25, while they are away.

Franklyn: Poll the question.

**Vote on Gary Corson's motion:** Motion passed unanimously.

(10) River Club Committee

Gary Corson: The committee met, but did not have a quorum, so there wasn't much that could be accomplished. They met downstairs in the River Club in the vacant room across from the men's locker room to work on a recommendation for the room's use. They will take up that issue at the next meeting.

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The Activities Committee asked the River Club Committee to help come up with a policy for smoking at the River Club. Karen said that the Activities Committee is recommending that smoking be allowed only out front and downstairs. The River Club Committee would like the issue to be dealt with by management (Vision), since management and employees would have to be responsible for enforcing the policy. There were complaints that at the Kentucky Derby Day party there was smoke blowing across the food area.

**Motion by Karen Clark:** that we limit smoking to downstairs by the pool, and on the front patio, and have no smoking on the screened in porch at all, or anywhere in the building. Seconded by Franklyn Dickson.

**Discussion:** Audience question asking if it would be governed by the Health Department. Karen said that it is not because of various interpretations of the State Statutes description of what constitutes a barrier. Audience question to Karen asking if the State Statutes are a threshold at which smoking must be restricted, but that the River Club should have the right to ban smoking in any area. Karen: we don't know the answer to that. Ben Strader: From an employee standpoint, if one employee asks that there be no smoking, then it cannot be allowed. Audience statement: Relegating all smokers to a small area outside the main entrance to the Club will create an unpleasant environment for non-smokers to have to pass through to enter the Club. Karen agreed, and suggested amending her motion to permit smoking only in a designated area near the pool. She asked Bill Bower if Vision would be able to have a policy by the next meeting. He said that he did not think we would be able to enforce the restriction of smoking outside. Franklyn said that he was in the dining room for the Kentucky Derby event, and a group of smokers went outside on the balcony and the smoke coming in from outside was an attack. He asked Bill how that could be allowed. Bill will come back to the Board with a recommendation from Vision for the Board to consider. Gary wants the Board to get input from smokers before setting a policy to restrict it to a specific area. Karen stated that she believes that smokers' rights end where non-smokers' rights begin.

**Motion by Franklyn Dickson:** To table the issue until we hear from Vision. The issue is tabled.

## (11) Villa Landscaping Committee

Franklyn Dickson: The Committee Charter has been prepared and is presented to the Board for approval.

**Motion by Franklyn Dickson:** To approve the Charter of the Villa Landscaping Committee. Seconded by Karen Clark.

**Discussion:** none

**Vote on Franklyn Dickson's motion:** Motion passed unanimously.

Franklyn introduced the Chairman of the committee, Chuck Eiswerth.

Chuck Eiswerth: There are five members of the committee, representing all three areas of the Villas. They are:

Chuck Eiswerth - Foggy Morn area

Nancy Smith - Foggy Morn area

Karla Lynch - Portside and Mossy Branch area

Rod Glover - Portside area

Jeff Treichel - Misty Pond and Turning Leaf area (Jeff is a replacement for Judy Werner, who resigned)

The committee has been active for about four weeks and has had three meetings, with another one coming soon. The committee has been addressing issues such as pruning, shrub trimming, and grass cutting. The committee has reviewed the landscaping contract and has



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picked out the important items. They have met with Property Management, and with Scapes, and things are moving right along. The committee is working on communications between Property Management, Scapes, and OLM. The committee conducted a walking inspection of all Villa homes with Doug Egly, Scapes, and OLM. Records were made of the condition of all contractually maintained areas of all properties. There will be a committee meeting tomorrow (May 25th).

## (12) Fort Hamer Bridge Committee

Gary Corson: Eleven people were interested in joining the committee, and four people will be attending a meeting in the Grill Room on May 26th. Tom Davidson will serve as the Chair. Within the committee there are differing opinions as to what should be done. There will be more information issued about the impact of the bridge proposal. Question from the audience: have permits been issued? Gary: They have issued a request for bids for the construction of the bridge. Whether or not new environmental studies will have to be done is unknown. Audience Question: Have you considered a "Scorched Earth" approach for indefinitely delaying the project? Gary: there will be a "good" committee - "bad" committee approach.

## (13) Strategic Planning Committee

Paul Lang - The committee is not a joint committee with the CDD, but is a committee in co-operation with the CDD. They will also approve a charter with the same concepts.

**Motion by Franklyn Dickson:** to accept the Strategic Planning Committee Charter. Seconded by Karen Clark.

**Discussion:** Gary Corson asked about the statement in the charter that referred to doing a survey. Karen stated that the committee would look into determining what information was essential to be collected, and that the concept of a comprehensive survey has been voted down. There is already a lot of information available in the five databases that are maintained by the community. Someone from the IT Committee will be included in the Strategic Planning Committee.

Audience question: Are Privacy Policy Statements in place for all databases? Ben Strader stated that they are. Access is currently granted only to employees who work on the data and is on a need-to-know basis. Policy Statements will be further developed in conjunction with the IT Committee.

**Vote on Franklyn Dickson's motion:** Motion passed by a 2-0-1 vote.

**For:** Clark, Dickson

**Against:** none

**Abstained:** Corson

(Mike Long had to leave the meeting prior to the vote)

## 7) OLD BUSINESS

### a) Exercise class expansion

The Board has asked Bill Bower to look into expanding the classes.

### b) Shores Report

Franklyn Dickson: Three months ago there was a meeting with the Shores Board and the attorneys, and it was determined that we had an agreement for the repair of the roadways. The CDD and MPOA attorneys came to an agreement, and it just needed the Shores attorneys to agree. The response from the Shores was unacceptable, and it has been going back and forth between the Shores and the CDD ever since. An audience member asked that the amount spent on this issue be made public. Franklyn answered that it is somewhere between \$50,000 and \$60,000.

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## c) Trademark Update

Karen Clark: John Brocki and Karen have spoken with the attorney, and although Mike Long feels that the trademarks have nothing to do with the websites, the attorney has a different opinion, and believes that the websites in question cause confusion. We have crafted a letter, approved by the CDD attorney, to be sent to the owners of those websites. The Board would like to approve sending a letter asking website owners to cease and desist within two weeks of notice. If there is no positive response, the attorney will send a cease and desist letter, after which we will have to decide on further actions to be taken. There are about six websites that are of concern, and all but one have already agreed to discontinue using the Waterlefe name in their domain names.

**Motion by Franklyn Dickson:** To send the cease and desist letters to the website owners. Seconded by Gary Corson.

**Discussion:** none

**Vote on Franklyn Dickson's motion:** Motion passed unanimously.

## d) Other: none

## 8) NEW BUSINESS

### a) Length of Board Service Issue

Karen Clark: We're not bringing it up for discussion right now, but we might want to be considering a change to the Covenants to change the length of Board terms so that it can be addressed at the annual meeting. It may be advantageous to have three year terms and that three Directors would go off one year and two the next, so that there would not be a need for an election the third year.

### b) River Club assessment discussion

Karen Clark: This deals with the River Club minimum, and needs to be discussed and approved because it is a part of the budget.

### c) Other

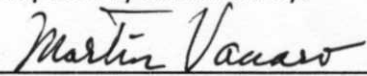
Karen Clark: The USF Girls Tournament needs volunteers to house team members and coaches for October 4th and 5th. Hosts would be responsible for providing the girls with breakfast.

The July Board meeting date will be changed to July 19th in order to have a quorum present. Sarah Wiley volunteered to take minutes in Martin Vaccaro's absence.

The August Board meeting will be moved to August 30th.

## 9) ADJOURNMENT: There being no further business, a Motion by Karen Clark to adjourn was seconded by Franklyn Dickson, and the Motion passed by a unanimous vote. The meeting was adjourned at 9:35 PM.

Respectfully submitted by:

  
\_\_\_\_\_  
Martin Vaccaro, Recording Secretary

Accepted by:

  
\_\_\_\_\_  
Karen Clark, President