

Waterlefe Master Property Owners Association
Meeting Minutes May 19, 2014
held at Waterlefe River Club

1. The meeting was called to order at 3:00 p.m. by President Franklyn Dickson. Present were Vice-President Bill Stasiuk and Board members Dik Hall, Tom Werner and Mary Lou Kovac. A quorum was present. All requirements for the posting of the meeting were met.

2. Approval of Minutes. **Upon Motion by Dik Hall, seconded by Bill Stasiuk, the Minutes of the April 28, 2014 regular monthly MPOA meeting were approved by a vote of 5-0.**

3. MPOA Financial Update. Ben Strader presented his Treasurer's report. There is still a problem with the numbers from January so year to date figures are not accurate. Revenues are under budget. Cost of sales and payroll are also under budget, helping to reduce the deficit. We have \$94,000 of our overdue receivables in collection and have already collected significant moneys through our collection agency. Ben stated that our receivables total \$382,068, still a good position. Our business loan has been secured and we have not made any draws as yet. Mary Lou presented the following motion: "Be it moved that the Waterlefe's Treasurer be directed to make the proper accounting entries in the Waterlefe Accounts Receivable to record as bad debt the amount of \$4,215.25 which is non collectable, due to the MPOA ownership change settlement for property identified as Unit #946811." The motion was seconded by Bill. The write off of this bad debt applied to the new owner of this parcel, Federal National Mortgage Association who had paid to the MPOA, \$7,280 of the \$11,495 owed to us. Tom pointed out that the previous owners should be pursued through our collection agency for the \$4,215.25 which they still owe on this account. **The Board voted 5-0 to approve the motion.** Mary Lou reported that Waterlefe must conduct an annual reserve study. She moved "that the Treasurer be directed to contract with GAB Robbins for an annual reserve study with an initial cost of \$2,000 and with three consecutive annual update reports at an annual cost of \$800 each." This motion was seconded by Dik and after discussion the motion passed by a vote of 5-0.

4. Motions for Approval. Franklyn and Treasurer Ben Strader discussed the need for our auditor to aid us in the upcoming mediation on the Shores litigation. It may be necessary for our auditors to appear at trial also. Franklyn made the following motion: "If the court ordered mediation is not successful, the MPOA Treasurer is authorized to enter into a contract with our auditor for a comprehensive report and potentially serving as a witness regarding the policies and procedures the MPOA has followed in implementing the Shores Additional Assessment." Mary Lou thought that we should have our auditors ready for the trial, Bill and Dik agreed but thought that we needed to know the cost to the MPOA for the services. Franklyn will bring up this issue at a later meeting. Franklyn commented that the mediation will cost around \$20,000 total for all parties. Franklyn met with Shores representatives in an attempt to settle the case before the parties have to spend the moneys necessary to go to mediation but the Shores Defendants would not discuss settlement so the case will have to go to mediation. Franklyn made the following motion to prepare for settling the case at mediation: "If the court ordered mediation is successful, the evening of July 2nd at 6:00 p.m. at a place to be determined, the MPOA will hold a closed Legal Meeting to discuss and vote on the proposed settlement ." **This motion was seconded by Mary Lou and by a vote of 5-0, the motion passed.** Bill made a motion to approve our contract with Cole Construction for the annex to the River Club for the cost of \$479,825, Franklyn seconded the motion. The new contract with Cole was based on construction of the annex according to the revised plan adopted by the Board previously. Our architects WBRC recently completed new building plans for the annex. **The motion**

passed by a vote of 5-0. Franklyn mentioned that the contract did not include moving the bar to the new area in the Sunset room which should be done in conjunction with the new construction.

5. Committee Updates.

a. Property Management Report – Rita Cohen, our Property Manager, advised that Town and County a landscaping company run by Oscar Villegas, who previously worked on the golf course maintenance crew will be taking over all landscaping in the Villas.

b. Design Review Board/Covenant Enforcement Committee - Michaela Valletta DRB Chairperson informed the Board that the DRB felt that a clear written policy on fruit trees should be adopted as there is still confusion about this issue. The DRB will present a policy to the Board for approval. A CEC fining hearing has been scheduled for May 29, 2014 at 3:00 pm at the River Club.

c. Boat Lift Committee – No Report.

d. Activities – No Report.

e. Amenities-Janice Ritchie-This Committee will have three (3) subcommittees to work on the following issues; 1. Bug control system at the pool; 2. River Club and Pointe landscaping and lighting around the pool deck; and 3. Communications from the River Club, possibly a Waterlefe app for smart phones. Dik made a motion to approve up to \$700 for new LED rope lighting for the pool deck, Bill seconded the motion and after the Board members expressed their support for this expense, **this motion passed by a vote of 5-0.**

f. Welcome Committee – No Report.

g. Finance Committee – Ben informed the Board that our annual audit had been delayed one month due to the accounting issues from the change over from Escalante to our accounting department and the bank issues that resulted during the change over. Ben stated that we need to input data into our asset management software. Ben told the Board that our auditors suggested that we have two (2) credit cards for use by our employees. He also stated that our auditors recommend that we have a written policy for handling our credit cards, our debit cards and petty cash by updating our Policy and Procedures Manual. Jen Milne reported that River Club revenues were down, we had 500 fewer covers in April than last year and Easter numbers were down. Jen advised the Board that there were repair and maintenance issues with the pool and that the phosphate level in the pool water was high by county standards. Dik stated that to help with the pool chemical balance, we need to install a new chlorine feeder, and he moved that we approve expending up to \$645 for the feeder. The motion was seconded by Tom and **passed by a vote of 5-0.** Jen stated that our pool pump also needed repairs or replacement. She will advise the Board more on the pump at the next meeting.

h. Artist's Guild- No Report.

i. IT Committee - No Report.

j. Cable TV Committee – Jack Ritchie stated that we will consult with Bright House about channel 95 sometime in the near future.

k. Communications - Franklyn complimented Jack Ritchie for a "Great Job" on the newsletter just released.

l. CDD – No Report.

m. Presidents Council – No Report.

n. Golf Committee - Bill Stasiuk informed the Board that Waterlefe will be featured this coming Sunday, May 25 at 11:00 a.m. on ABC 7 in Sarasota. He stated that Master Club Advisors suggested that the community educate the existing residents to encourage them to join the golf club by stressing the value of the golf course to the community. They also advised the golf club to seek new members from new housing developments in the area. Because of the high amount of play, the golf club had a good outlook financially.

6. Old Business - Bill Shopovick reported that we do not yet have an answer to the question of whether we owe a service bill from Gator Air in the amount of \$1,498. We need to get more information from Gator Air before we pay the bill. Franklyn made a motion that the MPOA contribute \$10,000 to the Marketing Director's salary as the MPOA gets benefits from the services provided by this marketing. Dik seconded the motion and after a short discussion where it was mentioned that we need to get our financial documents in order to see what money might be available, the motion was tabled to be discussed at a future meeting. Tom and Dik discussed aspects of the new video surveillance system being looked at for the Marina and River Club.

7. New Business-Jen presented a motion to move the Property Management offices to the River Club as soon as possible. Jen's motion also included a Summer schedule which called for Poolside Dinner on Thursday and Fridays 5-8. Franklyn opened the meeting to the audience for comments on a proposal to raise the River Club minimum from the current \$300 per year per household. The Board wanted to hear from the residents on this issue and comments were made by those residents in attendance. Dik made a motion to approve the purchase of 34 dozen (408) new towels with a Waterlefe monogram to provide to those residents who frequented the fitness center, Tom seconded this motion. Dik stated that the MPOA spends \$7,800 per year to provide towels for the fitness center and that cost could be eliminated by giving a towel to the people who use the center with the requirement that these persons bring the towel with them to use at the center and be responsible for its cleaning. The vote on this motion was 1 for, Tom, 3 against, Franklyn, Bill and Mary Lou and 1 abstain, Dik, **and therefore the motion did not pass.** The Board will consider not providing towels in the Fitness Center at a later date.

8. Homeowner Comments - Residents did not favor the Poolside Dinner idea. Residents favored moving Property Management out of the golf course maintenance building as soon as possible.

9. Director's Comments - None.

10. Adjournment - The next meeting will be Monday, June 23, 2014 at 3:00 p.m. in the Lefe Room at the golf club. Franklyn made a motion, seconded by Bill to adjourn the meeting at 5:00 p.m. and **upon a vote of 5-0 the meeting was adjourned.**

Prepared by Board Member Tom Werner