

# Forest Lakes Master Association Inc.

## Board of Directors Meeting

Tuesday, October 6, 2015

I. Meeting called to order at 7:13 PM

II. Establish Quorum

BOD Members present:

Dennis Tooker	<i>President</i>
Mauricio Escobar	<i>Vice President (via phone)</i>
Louis Mazzio	<i>Treasurer</i>
Gustavo Barrios	<i>Secretary</i>

BOD Members absent:

Jill Randolph	<i>Director</i>
Keith McClure	<i>Director</i>
Representative from Lennar Homes	

Also present:

Xiomara Raba	<i>Property Manager</i>
Ginett Lara	<i>Recording Secretary</i>

III. Approval of Previous Meeting Minutes (8-4-15)

- Motion #1: Louis Mazzio moves to approve the previous meeting minutes as amended, seconded by Gustavo Barrios. All in favor; motion carries unanimously. MOTION PASSED.

IV. Reports:

a. *Manager's Report:*

- ARC application for FFL03050, Ugan, 9156 SW 166<sup>th</sup> Ct, requesting her selected paint colors for the exterior of her home be approved. Board discusses this matter while taking into consideration that the owner has already purchased the paint. The board agrees to approve if owner agrees to paint the garage door and the trim the same color and choose only one of the two lighter colors she submitted to go on the exterior of her home.
- Dennis Tooker and Mauricio Escobar brainstorm the possibility of putting together an *ad hoc* committee of about 5 people to develop an upgraded color palette and present it to the board for approval.
- Motion #2: Gustavo Barrios moves to approve the post card being sent to Flowers residents asking for participation in a committee to select a paint palette, to which Board President Dennis Tooker will form an *ad hoc* committee to complete the task; seconded by Mauricio Escobar. All in favor; motion carries unanimously. MOTION PASSED.
- Dennis Tooker to submit new bid for post cards at \$0.40 each.
- Recent vandalism to Flowers entrance to be addressed by Sign by Danny. Xiomara Raba to obtain a price with Sign by Danny for buffing and cleaning as well.
- Hedging in Flowers was performed today with detail work. Board still asks for special attention be paid to hedges encroaching the sidewalk which also exceed uniform height. Xiomara Raba to inspect work and address any further issues with Lynx landscaping crew.
- Shopping Center space still pending follow up from attorney Caridad Rusconi.
- Light that has been out for over 3 months in the fountain and was finally repaired in September.
- Management sent notice to homeowner in violation with the home colors in Shoma on behalf of the Master Board, asking to please comply.
- Transfer of uninsured money in operational account is still pending as adequate bank search is still ongoing.

b. *Financial Reports:*

- Dennis Tooker presents the monthly financials.
- Receivables has decreased by almost half since the association is with Frank Perez-Siam.
- General budget discussion: *(no budget approvals yet)*
  - Management fee proposed no increase. Dennis Tooker requests for Tom Ryan to review and reconsider.
  - Maintenance truck currently has a dent on the back.
  - Flowers: Lawn Service and Pest Control proposed a 5% increase due to increasing prices from Edgegreen.
  - Budget meeting will take place in November, Xiomara Raba to amend proposed budget as per today's discussion.

c. *Legal Status Reports:*

- Dennis Tooker requests for CAM Manager, Xiomara Raba, to ask Caridad Rusconi to convert total square footage into number of units. Dennis Tooker wants to find out where the numbers presented are coming from; Xiomara Raba to discuss matter with Adela Hernandez.
- Dennis Tooker also requests Xiomara Raba to find out total square footage of the 3 story shopping center; Adela to clarify the numbers. Master Association to charge monthly fees unless they turn over the 2,500 sq. ft. of air conditioned space.

V. New Business

- The board quickly discussed the possibility of looking into a second vehicle or extend the security schedule to provided 24 hour security with PPI; no decisions made yet.

VI. Any Other Business

- Janitorial discussion: Dennis Tooker explains his perception of the inconsistencies in the janitorial work; palm frawns remain on the floor for almost a week and other times they are picked up every day. He questions why a younger employee with a full functioning pick-up truck is not as efficient as former older employees with a single cart. Louis Mazzio and Dennis Tooker also clarify that janitorial employee, Kyle Ryan, is not to pick up debris from resident's homes, lawns or yards; only the common areas consisting of roads, sidewalks, front entrances and the lake vicinity.
- The board feels previous janitorial employees have done more with less and suggest that Kyle reprioritize his duties and his daily routine's schedule. Xiomara Raba to address the board's concerns with Kyle Ryan.

VII. Adjournment

- There being no further business to come before the board, the meeting adjourns at 8:33 PM.

***Respectfully prepared and submitted by:***

***Ginett Lara, Lynx Recording Secretary***