

Forest Lakes Master Association Inc.

Board of Directors Meeting Minutes

Tuesday, November 1st, 2016

I. Meeting called to order at 7:32 PM.

II. 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:

Tom Ryan	<i>Property Manager</i>
Lurlaine Gonzalez	<i>Property Manager</i>

III. Approval of Previous Meeting Minutes (10/04/16)

- **MOTION #1:** Mauricio Escobar moved to approve previous meeting minutes from 10/4/16, seconded by Gustavo Barrios. All in favor; motion passes unanimously.

IV. Security

Delta 5 was expected to attend today's meeting but was unable to make it. However, James of Delta 5 previously informed Tom Ryan that the new security system is in place; however, he is still pending answers on the digi-system. Dennis Tooker requests that Delta 5 also provide reporting systems as well as requests that the bar on the security car have lights. He also inquired as to when we would receive the barcodes.

V. Reports

Financial Report: *(presented by Dennis Tooker)*

Overall in good standing with Forest Lakes Master Association operating still within budget and Flowers operating appears as it is \$1,906.77 under budget. Regardless, the association is in a good position financially.

Legal Report:

- Upon reviewing the legal report within the meeting, Mauricio Escobar stated the Receivables status is low at \$70,000.

Manager's Report:

- In the case of the unclaimed dumpster behind Pet Smart, Tom Ryan reports that Caridad Rusconi has sent pictures to Aldi and Pet Smart of the constant conditions of the dumpster as Louis Mazzio stated the area was trashed. Dennis Tooker requests e-mail updates of the situation as it unfolds. In light of this topic, Tom Ryan also mentioned that the SunTrust's landscaping is messy and unappealing.
- Tom Ryan also reported that the signage at the shopping center was crashed into twice by vehicles; he has already contacted the manager of the shopping center to address the issue.
- Three proposals have been acquired for the wall at the flowers, 2 were received by Tom Ryan and another by Mauricio Escobar. H&S Painting has provided the best all-inclusive price at \$16,750 paint, repair, and pressure clean and trimming of hedge for clearance of the Flowers wall. Tom Ryan to deal with vendor

directly and obtain payment terms, insurance and time frame for work completion which is estimated to be completed within 10 days. Just review & edit if needed.

- **MOTION #2:** Gustavo Barrios moved to approve bid by H&S Painting at \$16,750 for The Flowers wall painting, seconded by Louis Mazzio. All in favor; motion passes unanimously.
- Tom Ryan discussed the Fichus hedge should be cut after painting for \$2400 by Lynx since Lynx Landscaping maintains it. However, Maurico Escobar stated that this work was already factored into the all-inclusive price by H&S painting, but will be executed by H&S's own contracted landscapers.

Old Business:

- **MOTION #3:** Gustavo Escobar moved to approve the removal of the main entrance sign at the acquired proposal for \$1,500 from Lynx Maintenance, seconded by Mauricio Escobar. All in favor; motion passes unanimously.
- Main entrance sign is pending final design
- The EPS file for the FLM logo has been requested by Dennis Tooker and is soon to be expected.

VI. Adjournment:

- **MOTION #4:** There being no further business to come before the Board, Louis Mazzio moves to adjourn meeting, seconded by Mauricio Escobar. All in favor; motion passes unanimously.
Meeting adjourns at 8:21PM.

Respectfully prepared and submitted by:

Ginett Lara, Lynx Recording Secretary