

**MEETING OF THE BOARD OF DIRECTORS OF
WATERSTONE MASTER ASSOCIATION, INC.
January 23, 2017**

The January 2017 meeting of the Waterstone Master Association, Inc.'s Board of Directors was held at the Waterstone Clubhouse at 4002 Waterstone Way in Homestead, FL. Mark Reyes called the meeting to order at 7:09 pm.

Present from the Board of Directors were: Mark Reyes, Manny Villate and Garnet Esters. Xavier Lauzurique and Phil Sierra were absent.

Also present were Jeanne Sherwood of Alton Madison Property Management and Shannon Swank of Swank General Contractors.

President's Report – The Chair, Mark, welcomed the Board members, guests, and homeowners that were present. He thanked everyone for coming out this evening.

Secretary's Report – The prior regular meeting minutes were reviewed.

Motion by Garnet and seconded by Manny to accept and approve the **November 28, 2016** regular meeting minutes as presented. Motion passed unanimously by those present.

Treasurer's Report – The **December 2016** Financial Statements and reports were presented and reviewed. The cash position, bank reconciliations, outstanding checks and reserve account position were reviewed. It was noted for the record that original bank statements were available for review.

Motion by Manny and seconded by Garnet to approve the **December 2016** financial statements and reports as presented. Motion passed unanimously by those present.

Clubhouse Manager's Report – The Manager's report was presented. The following highlights were discussed:

- 1) Resident Appreciation Day – Saturday, November 5, 2016. Sponsor update – Councilman Elvis Maldonado's office sponsored the event for \$500.00. Net cost to the Association for the event was #1242.01.
- 2) Lap top was ordered for Stephanie at Mark's request and has been received. Mark will take care of server access.
- 3) Berry's Paint – hallway doors and meeting room were painted; front door was repaired at NO CHARGE.

Committee Reports

Executive Committee – no report

Human Resource Committee – no report

Social & Event Committee – no report

Unfinished Business:

Concrete Monument Signs were discussed and Shannon Swank of Swank General Contractors was present to provide the board with an update. The sign company he contacted is offering aluminum signs as an option as they will be easier to maintain. These signs will be more expensive but final prices were not available for either sign option. Shannon promised the board prices for both options (concrete and aluminum) by the end of the week as well as pictures of the aluminum signs. Shannon

also advised the board that the City of Homestead permit has been obtained but does not include electrical. He mentioned that the concrete lights would shine from the outside and aluminum would shine from within and that the electrical permit would be obtained after the fact.

Overflow parking area was discussed. The restriping and signage at entrance will be started on January 25. The board had asked if a discount could be provided in exchange for storing their equipment at the clubhouse; a discount cannot be offered as the job needed to be split into 2 stages due to the meeting schedule at the clubhouse.

Parking lot seal coating – second phase scheduled to begin on January 25.

New Business:

Party Rentals – bounce house and insurance requirements were discussed. Brad Compton had advised that he would attend the meeting to discuss this but was not present. Jeanne updated the board on insurance requirements and also advised them that party rentals have ever allowed bounce houses. The only time there have been bounce houses is at Resident Appreciation Day which the association sponsors and insurance certificate is obtained from the vendor naming the association as additional insured.

Party Rental – 1/21/17 – Jeanne reported that the renters did not clean the clubhouse per contract and \$250.00 deposit will not be returned.

CDD Guards – clickers/call-box/realtors – Mark advised the board that he asked Brad to address this at the next CDD meeting. Guards need to be educated as they have given clickers to realtors trying to access Marbella Cove.

AT&T Phone Service – alternate plans were reviewed including lowest monthly rate which includes a cell phone. Motion was made by Manny and seconded by Garnet approving new plan as long as the cell phone is not used and is stored in a locked cabinet. Motion passed unanimously by those present.

2016 CPA Engagement Letter – proposal for CPA review from Rolando Leiva, CPA for \$800.00 plus write up from Manuel Villate for \$400.00 was reviewed. Motion passed unanimously by those present.

A motion was made by Manny and seconded by Garnet that the **next meeting of the Board of Directors would be held on Monday, February 27, 2017 at 7:00 PM at the Waterstone Grand Clubhouse on 4002 Waterstone Way** unless otherwise re-scheduled and posted. Motion passed unanimously by those present. Notice needs to be posted accordingly at the Community Bulletin Board.

Adjournment

A motion was made by Manny and seconded by Garnet to adjourn this meeting. Motion passed unanimously by those present. Meeting adjourned at 8:14 PM.

Respectfully submitted,

Mark Reyes, President

Garnet Esters, Secretary