

**MEETING OF THE BOARD OF DIRECTORS OF
WATERSTONE MASTER ASSOCIATION, INC.
January 22, 2018**

The January 2018 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 7:08 pm.

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

Also present was Jeanne Sherwood of Alton Madison Property Management.

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 and cancellation memos were reviewed. Motion by Garnet and seconded by Xavier to accept and approve the **October 23, 2017** regular meeting minutes as presented and to accept and approve the **November 27, 2017** cancellation memo as presented. Motion passed unanimously by those present.

Treasurer's Report – The **December 2017** 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 Garnet and seconded by Xavier to approve the **December 2017** 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) Combined RAD / Easter Event - possible dates are March 24 or March 31. Motion by Garnet and seconded by Xavier to schedule the event for March 24 and approve budget of \$2,000.00. Motion passed unanimously by those present.
- 2) Party Rentals - use of tables and chairs. Motion by Garnet and seconded by Xavier to obtain opinion from Caridad Rusconi, association attorney.
- 3) Party Rental - January 20, 2018 - there was a level 3 wedding and the renter did not clean according to the contract. The floors and kitchen were not cleaned, the men's restroom was clogged and the patio was left with trash on the ground (cups and plates). Additionally, clubhouse staff members spent 6 hours cleaning on January 21, 2018. Motion made by Xavier and seconded by Garnet to keep the \$250.00 deposit based on Clubhouse Lease Agreement Deposit Requirement (page 2) - "if any damage is found or if janitorial services are required, deposit will be kept to pay for all costs of repairs and the expenses of the janitorial services in full." Motion passed unanimously by those present.

Committee Reports

Executive Committee – no report

Human Resource Committee – no report

Social & Event Committee – no report

Unfinished Business:

Concrete Monument Signs were discussed. Revised proposals including lighting behind lettering have been requested from both Hurricane Design & Construction Inc. and Saul Signs but have not been received. Also, there was no response from the contractor recommended by Sal.

Front desk area – it was the general consensus that this item be removed from the agenda. A new desk chair will be ordered.

Front Entrance New Walkway - SierrasRUs has completed the project including texture. Yellow stripe will be installed on the curb.

Front Entrance Walkway Repairs - proposals were reviewed. Motion by Xavier and seconded by Garnet approving proposal from SierrasRUs in the amount of \$2,650.00. Motion passed unanimously by those present.

Pool Fence Electrostatic Painting - pending revised proposals.

Hurricane Irma Cleanup - pending installation of ground cover where stumps were removed.

New Business:

2017 CPA Engagement - Review from Rolando Leiva, CPA was presented. Motion made by Garnet and seconded by Xavier approving up to \$1,550.00 for review. Motion passed unanimously by those present. The board requested alternate proposals be presented for 2018 for transparency.

Department of Health - pool inspections were completed on 11/29/17 and all pools passed. A few minor repairs were noted and have been completed.

Pool Lights - proposals from Pool Solutions were reviewed for replacement of all pool lights with LED fixtures. Currently most lights are not operational. Motion by Garnet and seconded by Xavier approving proposal in the amount of \$7,228.85. Motion passed unanimously by those present.

Treadmill Repairs are needed on (2) of the treadmills. Motion by Garnet and seconded by Xavier approving proposal from Busybody Gyms in the amount of \$1,407.46. Motion passed unanimously by those present.

A motion was made by Xavier and seconded by Garnet that the **next meeting of the Board of Directors would be held on Monday, February 26, 2018 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 Garnet and seconded by Xavier to adjourn this meeting. Motion passed unanimously by those present. Meeting adjourned at 7:39 PM.

Respectfully submitted,

Mark Reyes, President

Garnet Esters, Secretary