

**MEETING OF THE BOARD OF DIRECTORS OF
WATERSTONE MASTER ASSOCIATION, INC.
May 22, 2017**

The May 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. Xavier Lauzurique called the meeting to order at 7:09 pm.

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

Also present was Jeanne Sherwood of Alton Madison Property Management.

President's Report – The Chair, Xavier, 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 Manny and seconded by Garnet to accept and approve the **April 24, 2017** regular meeting minutes as presented. Motion passed unanimously by those present.

Treasurer's Report – The **April 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 Manny and seconded by Garnet to approve the **April 2017** financial statements and reports with one change – computer expense should be reclassified as office expense and not printing/supplies. Motion passed unanimously by those present.

Manager reported that Operating Account balance was high due to insurance renewal which is paid in full in July. Motion made by Manny and seconded by Garnet to pay for new gym equipment from reserve account and not operating. Motion passed unanimously by those present.

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

- 1) Upcoming Summer Events – Pizza Party on June 9 and Movie Night – Batman on June 16.
- 2) Gym Wi-Fi – Mark is working on this.
- 3) Pending projects include pool deck concrete repairs, and pool deck patching / painting.
- 4) Foosball Table – options were reviewed. Motion made by Garnet and seconded by Manny approving up to \$1,500.00 from Pool Furniture/Fixtures Reserve Account to purchase a new foosball table pending verification of warranty and weatherproof material. Motion passed unanimously by those present.
- 5) Department of Health – pool inspections were done May 8 and all pools passed.
- 6) Pool Deck – 2 new umbrellas have been ordered.

Committee Reports

Executive Committee – no report

Human Resource Committee – no report.

Social & Event Committee – no report

Unfinished Business:

Concrete Monument Signs were discussed. Revised proposal from Swank General Contractors Inc. does not include lighting behind lettering although this was requested from the beginning of the project. Board requested revised proposals including lighting behind lettering from both Swank General Contractors Inc. and Hurricane Design & Construction Inc. to be reviewed at the June meeting.

Front desk area – this project is on hold.

2016 Accountant's Review Report – tax return is in process.

Website – master meeting minutes will be added to website; in process.

Clubhouse door push-bars – David's Lock and Key completed this job.

Pool Security – Summer – proposal from Elite Investigation was reviewed. Manny volunteered to obtain an additional proposal. Motion made by Manny and seconded by Garnet approving up to \$3,050.00 for summer security for 10 weeks. Motion passed unanimously by those present.

Pool deck tree trimming and landscaping refurbishment – approved proposals are in process. Pending additional proposal for landscape refurbishment in front of clubhouse (replacing Fountain Grass).

New Business:

HPD – May 3 Incident / Lockdown was discussed and email from the CDD was reviewed. Motion made by Manny and seconded by Garnet to send a letter of gratitude to HPD. Garnet mentioned that Brad had already drafted a letter from Portofino Lakes and we should use that. Motion passed unanimously by those present.

Board Member Credit Card Use – Xavier and Manny both spoke and Manny explained that he used his credit card in order to get the gym equipment dealer to lower their price to the amount approved at the April meeting. Since Mark requested this item be placed on the agenda it will remain until he is present.

Clubhouse Policies – this was tabled as Mark was not present.

Clubhouse television and speakers – pending proposals.

New Signature Card – board members present completed new signature card.

A motion was made by Manny and seconded by Garnet that the **next meeting of the Board of Directors would be held on Monday, June 26, 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 8:02 PM.

Respectfully submitted,

Mark Reyes, President

Garnet Esters, Secretary