

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

The October 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 7:07 pm.

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

Also present were Jeanne Sherwood and Sal Gugliuzza 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 Jose to accept and approve the **June 26, 2017 and September 28, 2017** regular meeting minutes as presented and to accept and approve the **July 24, 2017, August 28, 2017 and September 25, 2017** cancellation memos as presented. Motion passed unanimously by those present.

Treasurer's Report – The **September 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 Jose to approve the **September 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) Summer Events – Movie Nights – Boss Baby, August 4 and Descendants 2, August 18.
- 2) Foosball Table – delivered 7/28/17.
- 3) Halloween Event - Tuesday, October 31 - 6:00 pm - 8:00 pm
- 4) Resident Appreciation Day - November 2017 - postponed due to Hurricane Irma.
- 5) Elections - October 3 and November 7.
- 6) Party Rental 10/21/17 - incident. The party rental was not approved to have alcohol. Dillon gave them (2) warnings and then called HPD once approved by property manager. Sal advised the board that he passed by the clubhouse during the incident (at 8:20 pm) and advised the renter that their security deposit would be returned. Staff incident reports were available.

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 were requested from both Swank General Contractors Inc. and Hurricane Design & Construction Inc. and neither vendor responded. Xavier asked Sal if he knew of any general contractors that could assist with this project. Sal recommended (2) and will forward the information to Jeanne.

Front desk area – this project is on hold.

Tree Trimming and Landscape Refurbishment - project was completed by Green Wise Group prior to Hurricane Irma.

HPD Incident May 3 - response received from Chief Rolle.

Board Member Credit Card Use - this was discussed and all agreed that no board member should use their personal credit card for association business. Motion made by Jose and seconded by Garnet approving this policy. Motion passed unanimously by those present.

Clubhouse Policies – it was the general consensus that this item could be removed from the agenda.

New Bank Signature Card - complete.

Clubhouse television and speakers – installation complete. Garnet will let Jeanne know where old television can be donated locally.

Landscape Refurbishment - front of clubhouse - project was completed by Green Wise Group prior to Hurricane Irma.

Front Entrance New Walkway - pending installation by SierrasRUs.

Front Entrance Walkway Repairs - review proposals. Tabled until January 2018 meeting.

Pool Fence Electrostatic Painting - review proposals. Tabled until January 2018 meeting.

Copy Machine Lease - update -

Hurricane Irma Cleanup - update

New Business:

2018 Budget Review - Sal reviewed proposed 2018 budget. Motion made Garnet and seconded by Jose approving budget at \$30.25 per home per month with (2) changes noted - reduce Repairs/Maintenance \$2,400.00 and reduce Legal Fees \$600.00. Motion passed unanimously by those present. Motion made by Xavier and seconded by Garnet to close out Common Area Reconfiguration Reserve Account and disperse \$6,019.69 to Emergency Fund and \$8,000.00 to Playground Upgrades. Motion passed unanimously by those present

A motion was made by Jose and seconded by Garnet that the **next meeting of the Board of Directors would be held on Monday, November 27, 2017 at 7:15 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 Jose and seconded by Garnet to adjourn this meeting. Motion passed unanimously by those present. Meeting adjourned at 8:15 PM.

Respectfully submitted,

Mark Reyes, President

Garnet Esters, Secretary