

**Minutes of Master Management Board Meeting  
December 14, 2017**

President Gene Goldman called to order the regular meeting of the elected volunteer Board of Directors of CVE Master Management at 9:32 a.m.

Gene informed the audience of the sign-in sheet in the back of the room, if they wish to speak at Open Mic.

**Roll Call:**

**Present** - Gene Goldman, Michael Routburg, Fred Rosenzweig, Dick Ciocca, Barry Warhoftig, Pierre Laliberté, Marjorie Kopacsi; Joseph Roboz (entered dais at 9:35:12).

**Absent** - Mel Nass

Gene noted in attendance: Silvia Smaldone, Chairperson of the Council of Area Chairmen and Michael Rosenzweig, Editor-in-Chief of the CVE Reporter.

Following the Pledge of Allegiance, a moment of silence was held for those who gave their lives in service to preserve our democracy.

**Meeting Minutes:**

**(9:32:30 a.m.)**

**The Board approved the Minutes of the November 16, 2017, MM Board Meeting as presented.**

**President's Report - Gene Goldman:**

**(9:33:01 a.m.)**

1) Toll Brothers -

Gene introduced Michael Routburg who discussed last week's meeting with the Toll Brothers and the City wherein Toll Brothers sought an opportunity to change the land use with permission of the City. Many Residents expressed both concern and support of the construction project, which will provide luxury housing in one area and in another area (4 parcels) to be gifted to MM pending remediation of the toxicity levels. Representing MM, Joe and Michael and Charlie Parness, on behalf of COOCVE, addressed traffic and golf course toxicity concerns expressed by the mayor. Following unanimous vote by the commissioners, Toll Brother's will move this matter up the ladder.

Gene hoped for a positive experience following additional negotiations to be held between Toll Brother's and MM, who is represented by one of the state's leading environmental attorneys.

**Financial Report - Joseph Roboz:**

**(9:36:11 a.m.)**

For the month ending November 30, 2017, the Revenue was \$999,000 and Expenses were \$989,000. The Net Revenue exceeded Expenses by \$9,900. YTD Revenue was \$11,000,000 and YTD Expenses were \$11,593,000. Joe stated the over-budget variance was a result of legal costs, hurricane damage, and a few miscellaneous expenses. The YTD Expenses exceeded Revenue by \$585,000.

The Balance sheet is showing Cash on hand at \$2,097,000. The Net Assessments Receivables on uncollected items was \$166,000. Total Assets were \$3,326,000 with Total Liabilities of \$286,000 and Total Equity of \$458,851.

1) Audit - (9:37:51 a.m.)

As previously discussed, Joe stated the payment processing and collections will be brought in-house as of January 1, 2018, as well as the implementation of the coupon rate for of \$122 (\$116 in 2017 and was \$122 in 2016), as a result of the many long-overdue Village projects for 2018. MM will borrow money. Joe read the following statement regarding the collection issue by CVEMM into the record:

After long consideration, CVEMM is bring monthly payment process and collection in-house as of January with the goal of improving efficiency, ease of processing, and reduce costs to the community. The CVEMM has adopted a policy a policy of moving to collect all monthly fees through an electronic form of payment whether by ACH or by direct debit instruction given to your own financial institution.

Joe stated for those who do not want to provide MM with their banking information, payment may be made via direct payment. The company, ClickPay, will install lockboxes and online signup for Residents. Joe announced Residents will have a four-month transition period to transfer over to the new payment process; five Workshops will be held at the Clubhouse for Resident assistance. The Reporter will also contain information regarding the new payment procedure. (Refer to video at Time Stamp for full discussion.)

Gene noted the new payment process will be a cost savings for the community.

**Executive Director's Report - Kelly O'Meara Hampton:** (9:44:04 a.m.)

1) Payment Process -

Kelly advised Residents to submit payment to the new lockboxes and are not to be sent to Seacrest. The lockbox address and payment information will be sent via email blast no later than Monday afternoon. Due to delay in the coupons mailed, Residents not on the electronic payment system are instructed to make arrangements to pay; i.e., mail, dropping off their check at MM, or the mailbox at the Clubhouse. Kelly announced the Board tabled the \$5 penalty fee for non-electronic payments for reevaluation in April. An email blast, as well as fliers, will be available at the Clubhouse next week for payment assistance.

Michael stated whether to pass on the processing \$5.00 fee for non-electronic payments to only those who do not use electronic payment or to the whole community remains undecided to date.

2) Gatehouse Construction Permit - (9:46:23 a.m.)

Kelly anticipates the East Gatehouse construction permit to be received by the City soon for Board decision on whether to postpone construction until the season is over. Kelly was hopeful for completion of all three gatehouses in 2018 so that by the beginning of next season there will be 3 new gatehouses.

3) Westbury Retaining Wall - (9:46:49 a.m.)

Kelly was excited to announce the approval for the Westbury retaining wall was received and thanked Val for his efforts; the work will commence January and anticipates 30 days to complete. Information regarding road closure to expedite construction will be sent via email.

4) Crosswalks - (9:47:15 a.m.)

Kelly reported most of the approved modifications to the walkways connecting association property to MM have been made with great cooperation from the associations, anticipation for completion date is mid-January.

5) Village Lighting - (9:47:41 a.m.)  
After the evaluation, analysis, and study of several different light fixtures, an additional light fixture will be installed, and Kelly will inform the Community of its location for their review. The Board will then make a decision on the lighting fixture, followed by a photometric study and hope for new Village lighting next year.

6) Traffic Safety Project - (9:48:18 a.m.)  
Kelly explained evaluation of the traffic and street signs in the areas was halfway complete with an agreed deadline of April 1st for presentation to the City for BSO traffic monitoring in the Village.

Fred thanked Barry for his continued efforts and expertise on the traffic safety project. A round of applause ensued.

Per member inquiry, Kelly was hopeful the East and West gatehouse would be completed within three months and the Main gatehouse may take longer.

Kelly complimented Robert's efforts on the traffic safety project. A round of applause ensued.

Per member inquiry, Kelly stated the gatehouse construction has a planned completion date of November, 2018.

**Business:** (9:51:08 a.m.)

**Unfinished - None**

**New - None**

**Member Comments:** (9:51:23 a.m.)

Barry was pleased the many long-overdue projects were coming to fruition; his hopes were that Residents of the Village should take note of the amount of work involved by the both the Board and staff. Gene concurred, adding to be cautious of not overwhelming the small staff.

Dick pointed out the numerous meetings held by the Board and the amount of work accomplished; he advised Residents to refer to the Reporter and Meetings for accurate information. Gene concurred, stating rumors are not factual and to contact MM customer service and/or refer to the Meetings for updates and accurate information.

Marjorie dismissed rumors via the bus; was thankful for the opportunity to be an active member on the Board in producing results; highlighting Kelly Hampton's efforts. A round of applause ensued.

Joe commented of the nearly \$12 million spent annually by MM was for Village services and upkeep in the community, including bus transportation, roadways, lighting, security, landscaping, building maintenance, Tilford pool, water and sewage, potable water, irrigation; 10% to 20% of the budget is reserved for yearly projects; he reminded Residents the Village is similar to a small town and therefore, encouraged Residents to be mindful of where the money comes from and how it is spent and encouraged Residents to share money-saving ideas; i.e., the new electronic automatic payment is a Village savings.

Michael explained the gatehouse construction, lighting, and perimeter wall projects were long overdue and will enhance Village safety and appearance; wishing everyone a Happy Hanukah and peaceful, joyous Holiday Season.

He reminded Residents there are a lot of Clubhouse events that will be taking place; Meet the Candidates Forum will be held January 4th and encouraged Residents to attend for an opportunity to hear from the perspective candidates and have questions answered by those who will be responsible for Village expenditures.

Gene announced more than half the Board, five of nine positions, are up for election and to vote wisely.

Fred mentioned attending the Meet the Candidates Forum was an important, good opportunity to meet the individuals who will be running the Village; addressed rumors via the website/blog; explained MM takes into account community feedback, resulting in the delayed transition period of four months for electronic payments.

Pierre Laliberte, twelve year Resident and Board Member for four, was pleased with the progress of the new buses and the upgraded automatic payment system; inquired as to the Collections efforts. Kelly stated MM had been working aggressively with counsel and associations to eliminate past-due collection accounts; was hopeful the new electronic payment feature would be effective in limiting the amount of delinquent accounts.

**Announcements:** (10:04:14 a.m.)

The next regular MM Board Meeting will be held Thursday, January 11, 2018, at 9:30 a.m. in the Activities Center Room A; a Special Public Meeting regarding the perimeter wall contract and allocation of funds will be scheduled in the next two weeks and notice will be sent once a date is confirmed; after the election is held, a Public Meeting will be held in January for reorganizational purposes. Date will be forthcoming.

**Member Comments - Cont.:** (10:05:11 a.m.)

Joe stated the electronic payment system will be contracted with TOPS, a secure cloud-based software to serve the accounts receivable process. Michael suggested Residents visit their local bank to facilitate bank-to-bank transfers. Gene remarked office staff is available for additional assistance.

**Announcements - Cont.:** (10:06:59 a.m.)

Gene reminded the Board of the Workshop scheduled for tomorrow.

**Adjourn:** (10:07:14 a.m.)

Meeting was adjourned at 10:07 a.m.

(For greater detail, those wishing to hear all comments, discussions, and debates are encouraged to view the meeting video in its entirety or by using the time markers above on [www.cvedb.com](http://www.cvedb.com). Meetings may also be viewed on our Community TV Channel 98.)

Respectfully submitted on behalf of,

Dick Ciocca  
Secretary  
CVEMM Board of Directors

The signature above indicates only that these are the minutes adopted by the Board of Directors in open session on \_\_\_\_\_, 2017.