

**Minutes of Master Management Special Board Meeting
October 25, 2016**

President Gene Goldman called to order the Special Meeting of the elected volunteer Board of Directors of CVE Master Management at 9:29 a.m.

Roll Call:

Present - Gene Goldman, Danielle LoBono

Remotely - Fred Rosenzweig, Bill Morse, Joseph Roboz and Pierre Laliberté (entered remotely at 9:32 a.m.)

Absent - Dick Ciocca, Daniel Glickman, Michael Routburg

Gene noted in attendance: Charles Parness, President of COOCVE; Rita Pikar, Chairperson of the COOCVE Recreation Advisory Committee & the following Committee Members: Phil Raymond, Susan Dove, Fran Stricoff, Ron Popp, Shelly Baskin, and Neil Ronan (absent); and Sylvia Smaldone, Chairperson of the Council of Area Chairmen.

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

Pierre Laliberté entered the meeting remotely. (9:32:12 a.m.)

Gene Goldman explained the purpose of the Special Meeting was to seek approval from the Board of Directors for the Executive Director to enter into a Recreational Agreement with Bay Management.

Gene addressed the Board Members as follows:

This Special Meeting of the CVE Master Management Board is the final act necessary to bring to fruition an effort contemplated, anticipated, and planned for over the last three years and finally brought to this point for the better utilization of the valuable property making up most of the Le Club complex.

The Property involved in this effort includes the four Tilford tennis courts, the Tilford pool, the Activity Meeting Center, and the Le Club Auditorium.

The goal of this effort was to bring all of the property up to a quality standard and then turn the management and operation of these recreational properties over to our Recreation Committee and Bay Management whose purpose is the delivery of recreational activities.

To that end CVE Master Management planned and budgeted for, and implemented this effort and this year was able to move toward the finalization of improving the property so that our residents would be able to use and enjoy them.

Before I turn this over to our Executive Director, I want to particularly thank Kelly Hampton and Lori Douvris of Master Management for the

outstanding job of guiding the restoration, remodeling, and redecoration of these properties. I also want to thank our partners at the Recreation Committee, Bay Management, and Dan Johnson for their help, commitment, and enthusiasm in supporting this project.

A round of applause ensued.

Executive Director - Kelly O'Meara Hampton: (9:34:54 a.m.)

Kelly explained due to the requirement for MM to carry general liability insurance which was costly, it had become a driver in seeking how to utilize the space at the Activities Center, Le Club, and tennis courts for the least amount of expense to the Residents. As a result, MM asked community organizations, clubs, et cetera to provide their own insurance policy for functions held at those facilities which was cost-prohibitive and cumbersome for Residents.

Since the level of insurance Bay Management was required to carry, due to providing recreational activities only, a partnership was formed with MM and Bay Management. As a result, Kelly and Dan Johnson worked together to draft a contractual agreement. The contract was then reviewed by the attorneys and insurance brokers from both organizations to ensure the agreement was in the best interest for the parties involved to include the Recreation Committee, the MM Board, and Bay Management Corporate.

Kelly stated the contract is between MM and CVRF with the main goal to provide Residents the ability to use the space without having to spend additional fees for use of the Activities Center, Le Club, and tennis courts. Kelly pointed out since MM does not provide recreational activities it was a natural fit to partner with Bay Management who has the expertise.

Kelly explained the term of the agreement would be for three years from November 1, 2016 to December 31, 2019. Further advising the contract was merely a shift of duties and that no financial implications or expenses would occur to impact the coupon for either organization.

The goal, in addition to the insurance piece, was for MM to retain ownership of the space for continued provision of routine maintenance, to resolve major issues, and upgrades as needed. CVRF will continue to seek approval from MM for any major repairs needed. Kelly said for the most part Bay Management and Recreation will do all the scheduling of events at the Le Club, Activities Center, and tennis courts including cleaning and set-up for organizations. MM will assist with the duties and responsibilities for a three- to six-month period during the transition. Also, MM will retain oversight for any main issues at the Activities Center and Le Club.

Kelly mentioned the tennis courts have all been renovated and the contract with Bay Management to maintain the pool will stay the same.

Danielle LeBono moved to authorize the Executive Director to execute the Recreation agreement (as presented) with CVRF Deerfield effective November 1, 2016, through December 31, 2019. Joe Roboz seconded the motion. The motion passed unanimously.

Member Comments - (9:41:14 a.m.)

Joe Roboz moved to thank Kelly O'Meara Hampton and Dan Johnson for their hard work. Danielle LoBono seconded the motion. The motion passed unanimously.

A round of applause ensued.

Dan Johnson thanked Sherrie Duffy for her efforts in the day-to-day process, Robert Streather's behind-the-scenes efforts and assistance in creating a smooth transition, the

Board Members and Kelly for their open-mindedness in creating the transition at a zero-dollar increase for the Community, which he thought was unheard of, and thanked Rita, Susan, Fran, Phil, Ron, and Shelly for their effort and looks forward to it.

A round of applause ensued.

Gene, on behalf of the Board, expressed gratitude and appreciation for bringing the matter to a resolution, and thanked the Community for their support and hopes they enjoy it.

Adjourn: (9:43:48 a.m.)
There being no further business, the meeting was adjourned at 9:43 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. Meetings may also be viewed on our Community TV Channel 98.)

Respectfully submitted on behalf of,
Dick Ciocca
Secretary
CVEMM Board of Directors

By:
Kelly Serkin
Executive Administrator
CVE Master Management Co., Inc.

The signature above indicates only that these are the minutes adopted by the Board of Directors in open session on _____, 2016.