

WATERSIDE VILLAGE BOARD OF DIRECTORS MEETING
OCTOBER 15, 2005

The meeting was held as a conference call with Board members in Canada and Florida, and commenced at 10:02 a.m. Thirteen residents at Waterside Village attended.

- I. QUORUM was met.
- II. AGENDA was approved in a motion by Yves Quellet, seconded by Marc Rochon.
- III. MINUTES OF THE PREVIOUS MEETING were approved in a motion by Jacques Lampron, seconded by Marc Rochon.

IV. DIRECTORS' REPORTS:

A. SECURITY: Gary Mehall

1. Neighborhood Crime Watch: Gary organized and established the program, and there have been two meetings, both with good attendance by residents. Lantana Police Officer Ed Tavcar had provided printed materials and discussed tips to help residents protect their home and how to monitor the community. It was suggested that residents bring a flashlight and their cell phone when walking at night, and residents returning from the north should make sure they own new flashlights with good batteries. All are urged not to hesitate to call the Lantana Police (or 911) to report any suspected incident, in short, to *get involved*.

Gary suggested a practice he initiated --- "take the long way home." He explained that driving around the community instead of returning immediately to one's condo day or night, is a good way to be additionally observant.

Neighborhood Watch Warning signs have been posted in several areas of the property. Additional reinforcement to fences surrounding the property will be installed to prevent trespassers from lifting the bottom of fences to gain entrance.

Gary said that Officer Tavcar was very impressed with Waterside Village security camera system, among the best he had seen. Also, according to Lantana's police reports, within a three-month period, Waterside Village had the fewest amount of incidents.

2. The next Neighborhood Crime Watch meeting will be held the end of October, and another meeting for the end of November. Gary will provide a detailed review of the program for seasonal residents returning for the winter. Printed materials will be available, and Lantana police will attend.

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3. Speed Bumps: Gary said the additional speed bumps have helped a great deal to slow down the traffic on the property. These have also helped reduce the incidents of vehicle damage to entrance and exit gates. Since the last board meeting in August 2005, the security camera caught four (4) incidents of persons attempting to “run the gate.” This enabled Administration to follow up and secure money for any damages to gates.

4. Parking Decals: Gary oversees the process of issuing parking decals. Instead of using ink markers that fade, they are now printed on more durable label tape, making the identification information easier to read. By checking vehicles before issuing decals, this has enabled him to ensure that no illegal trucks and/or commercial vehicles will be parking on the property.

B. MAINTENANCE AND STORM SHUTTER SURVEY: Gaby Belanger

1. Seal coating for all parking lots is done. Striping at the entrance should be complete by November 1, 2005 (cure time.)
2. Administration has terminated the contract with U.S. Lawns for grass maintenance, and has hired Pro Lawn Care Plus, Inc. Gaby said so far the new company is doing a good job.
3. A new pest control company has been contracted. Boca Raton Pest Control will be applying pesticide to exterior areas, and will not be entering condo units on a regular basis. Instead, unit owners may come to the office or call and request interior pest control, and the pest control employee must be accompanied by Waterside personnel.
4. Various areas of concrete in need of repair will begin this week and continue this autumn.
5. A propane generator is needed for the office, the gate and the outside light by the gate. An air cooling system and underground propane tank is estimated to cost \$9,000.
6. Painting of wood frames for door lockers on condos A & B, stairways, and railings, is still being planned, and Administration may seek extra help from willing residents.
7. Guy Rochelle has replaced two (2) balcony divider walls on some B buildings with white “sandwich” panels; thirty (30) more are needed at a cost of \$425 per wall. Repairing, rather than replacing, would cost less, but the replacements have a life span of 20 years.
8. All but one awning have been replaced.
9. Owners wanting hurricane shutters must call the office. Some residents have expressed interest in “curtain” style shutters, and a survey of the population will be considered. To date, only the metal panel shutters are approved. A Lake Worth company has been approved as a contractor.

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10. Twelve (12) trees were damaged and have not healed. In the future, any trees that must be cut down will be replaced with smaller varieties of trees. Large trees closer than 30 feet from any foundation, sidewalks or sewer systems are subject to elimination. Root systems can severely damage sewer systems, as has already occurred in eight (8) first floor condos. Administration paid for the clean up and repair, but will not continue to pay for any damages in the future.
11. The Petanque area will be cleaned, with dirt and grass added.
12. Resurfacing the concrete deck around the clubhouse pool began October 10, 2005 and should be completed by November 1, 2005. Cost is \$19,000. Deck should be good for another ten (10) years. The east pool is in better shape at this time.
13. A contract for new lighting at the tennis court should be done by the first week in November, 2005 at a cost of \$16,000.
14. A contract was given for partition and vanity areas in pool restrooms, with a cost of \$6,000 for both pools, a price Gaby said was reasonable.
15. Administration purchased 6 more landscape lights. Gaby and Gary did a walk throughout the property the night before, and ascertained that 2 more lights are needed for safety and appearance. Along the retention pond, five (5) FP&L lights would greatly improve safety to the community.
16. Gaby said the three Maintenance workers, Larry, Sergio and Joseph, have been doing a very good job in the last 6 months, with all the rebuilding projects that were necessary. He said the men show up on time, work very hard, and they don't waste time or money.

Discussion: President Pierre Dumont acknowledged Gaby's comprehensive report, but he expressed concern about budget constraints, particularly related to lighting. Gaby said that if the five lights by the railroad tracks could be acquired from FP&L, this would be a great savings to Waterside. Landscaping lighting cost to Waterside is estimated at approximately \$500 or \$600 each, with maintenance crew doing the work.

Marc asked how a survey regarding hurricane shutters would be conducted. Pierre Dumont asked if Gaby could gather information on styles, prices and ease of installation and have a summary report within two weeks to present as a group to residents seeking hurricane protection. Gaby and Marc agreed.

C. **COMMUNICATION:** Marc Rochon

Marc said the website should have an interactive message board available in a few short weeks; owners will be able to post Crime Watch messages, offer suggestions, express opinions and concerns, and will allow companies to offer their services. All residents at Waterside will be permitted to utilize the message boards; sections restricted to owners only, are also available. Marc said there have been over 6000 hits already at the website.

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Marc asked if the Board Highlights, submitted by resident Elissa Crawford, could be ready sooner, in order to be posted on the website. Jacques asked why there is a delay. Marc explained that Secretary Claude Poirier-Defoy receives the drafted minutes from Elissa in a timely manner, but before the highlights can be posted on the website, Claude needs time to go over both the minutes and the highlights for his approval before the highlights are posted. Pierre suggested that Claude and Marc receive both the drafted minutes and highlights at the same time, and that within one week, both Directors would communicate with each other any necessary changes. Then the highlights could go through the system for resident Scott Perron to post, with a footnote that the highlights are not official minutes, but a brief summary. All agreed.

- C. ADMINISTRATION AND SHORT TERM RENTALS: Jacques Lampron
1. In-house bookkeeping versus accounting firm: Jacques explained to the assembly that the person who was hired as the bookkeeper will be leaving the position, and he said Waterside's auditor strongly suggested an outside accounting firm that manages several other sites from Miami to Palm Beach. The company is called Accounsult L.C.C., located in Plantation. Their main duties are just what our office bookkeeper does. Their cost will remain about the same as the salary we were paying the bookkeeper. Within a week or so, Administration should be receiving recommendation letters from other clients who have hired Accounsult. We have asked for their liability coverage, and when Jacques receives the information he will communicate it to all the board members. Our attorney's firm has had nothing but good things to say about Accounsult.
 2. Short term rentals: Jacques said there have not been as many rentals in the last two months. There were only two (2) long term rentals, one was accepted, the other denied. Sales have slowed considerably. A "C" model had a contract for \$212,000, but it is not yet known if the sale went through.

Discussion: Pierre asked Jacques if the plan to go from internal to external accountant was already decided, or just being considered. Jacques said it is being considered, but there has been positive feedback. There are capabilities that the accounting firm is better equipped to manage and in a more timely manner than could be expected of in-house employees. Jacques said that since checks need to be generated by November 1st, this new system should be implemented by then. Gary offered his support for this decision, as he had reviewed the firm's capabilities and he is very impressed.

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D. CONDO FEE ALLOCATION: Claude Poirier-DeFoy

With the assistance of our lawyers, Claude said they reviewed the allocation of the common costs; he referred to the documentation that he sent to the board, wherein it was discovered that from the original declaration of condominiums in 1989, there was an amendment by the developer in 1990 which was never recorded, and thus no one could find it. However, that amendment was voided, because there was another amendment by the developer in 1991. Each of the documents was different, so at the November budget meeting, a final decision would need to be made. The manager, Daniel Harvey had mailed all the owners a trial budget, so at the November budget meeting, the details will be discussed at that time.

E. BUDGET: Yves Ouellet

Yves referred to the figures for the year ending July 21, 2005; the auditor is reviewing the books. We should have a profit of \$10,000, which should be about the same as last year. Daniel expects to receive information from the auditor next week. The figures for August and September will be supplied by the current bookkeeper who agreed to stay in the office until a new firm is hired.

F. INSURANCE/HURRICANE UPDATE: Pierre Dumont

1. Insurance: Pierre is waiting for confirmation from Citizens Insurance with \$600,000 left over for firewalls and remaining repairs. The adjusters agreed to our claim but Citizens still needs to give approval in the next day or so. We all need to be patient because of the hurricanes in the Gulf Coast. There have been several changes of adjusters within a short time, causing delays. However, the situation is under control.

2. To date, 94 reimbursement claims from Waterside owners have been received, and all have been settled except 9, which require further negotiation. A complete spread sheet will be available to owners showing all the expenses to Waterside Village. Pierre anticipates that the end result should be in the positive. With a 1.3% deduction on the one million dollar loan, we should be within that amount at the end of December. Marc suggested the information be posted on the website rather than in printed form, which Pierre agreed was a good idea.

The meeting concluded, which then was opened to residents in attendance.

The next Board Meeting is scheduled for November 17, 2005, 7:00 p.m., at the clubhouse.