

**ABEVA  
BOARD MEETING MINUTES  
MAY 20, 2013**

**PRESENT:** Mark Monserez, Judy Shafkind, Jay Swart, Marcia Finberg, Harvey Shrednick (telephonically), George King, John Chilcott

**ABSENT:** Jim Bell, Camille Ercolano

**CALL TO ORDER**

President, Jay Swart, called the Board Meeting to order at 5:30 p.m.

**HOMEOWNER FORUM**

**Mark Caglery (Biltmore Terrace) and Catherine Gobins (Village on the Lakes)** were present to address the Brief article pertaining to dogs and trespassing on the golf course. It was determined ABEVA can do nothing, and it was suggested the Homeowners contact the Manager of the golf course.

**APPROVAL OF MINUTES**

**Page 1** - "Gene" should be "Jean"

**Page 4 – Exec Session – paragraph 2** – Mr. Monserez is not comfortable with the Executive Session minutes being filed without review

**MOTION made by Mr. Monserez, second by Mr. King, to approve the Minutes of the March meeting as amended. Motion carried unanimously by a vote of the members in attendance.**

**FINANCIAL**

**MOTION made by Mr. King, second by Mr. Chilcott, to accept the April financials as presented. Motion carried unanimously by a vote of the members in attendance.**

Ms. Shafkind has developed a draft of a document for internal controls. This will be reviewed by the Board Members and will be included on the agenda for discussion at the next meeting.

**MANAGEMENT REPORT**

The Management Report was presented to the Board in writing and reviewed verbally by Ms. Henderson.

Mr. Shrednick suggested new business items be included on the agenda as opposed to simply mentioning them in the management report. In the future these items will be included in both documents.

There was discussion with regard to the process for approving Architectural requests. At the present time they are reviewed by the Architectural Committee and then brought to the Board which significantly lengthens processing time. Mr. Shrednick stated as long as there is a Board Member on the Architectural Committee, there should not be a need to have all requests reviewed by the Board as a whole. The Committee should provide a report to the Board each month. Appeals would be presented to the full Board. It was determined the Committee will review the requests, forward their decision to Ms. Henderson, and she will send the approval or denial letter to the requesting Homeowner.

**MOTION made by Mr. Monserez, second by Mr. Swart, to form an Election Committee. Motion carried unanimously by a vote of the members in attendance.**

John Chilcott, Marcia Finberg, Judith Shafkind, Jay Swart and Jim Bell who were elected at the most recent Annual Meeting will serve on the Election Committee.

**MOTION made by Ms. Shafkind, second by Mr. King, to approve the extension to the lease for the office and to give up one of the two parking spaces. Motion carried unanimously by a vote of the members in attendance.**

Mr. Swart signed the lease.

**MOTION made by Mr. King, second by Mr. Monserez, to approve \$1,175.00 per year for Ms. Henderson's continuing education and maintaining her professional designations. Motion carried unanimously by a vote of the members in attendance.**

**MOTION made by Ms. Shafkind, second by Mr. King, to approve \$135.00 for the Notary Renewal for Ms. Henderson. Motion carried unanimously by a vote of the members in attendance.**

This issue of self-mailing the Brief is tabled to a future meeting.

There was discussion with regard to security blasts. At the present time the Association has about 700 email addresses for residents. Mr. Swart and Ms. Henderson will work on a format for getting this information out to the residents. This will be included on the August agenda.

Board Members were in agreement to table the IT proposal to allow further time for review.

**MOTION made by Mr. King to approve the expenditure of \$50-60.00 per month for off-site backup storage of data and \$500 for a business grade router for virus protection. Second by Ms. Finberg. Motion carried unanimously by a vote of the members in attendance.**

**COMMITTEE REPORTS**

**Architectural:** Mr. King reported on the requests currently being considered. Once he has received the information he has requested, he will convene the Committee for review and a decision.

**Security:** No Report

There being no further business to come before the Board, the Meeting was adjourned to Executive Session at 6:35 p.m.

Respectfully submitted,  
Jody Brown, Recording Secretary

**MINUTES & MORE**