

**MINUTES  
OF THE  
MANAGEMENT COMMITTEE  
MEETING**

The weekly meeting of the Management Committee was called to order on Tuesday, March 2, 2010 at 9:00 AM in the Administration Building Multi-Purpose Room.

The Management Committee is comprised of the following members of Wynmoor Community Council:

**President, Harold Goldberg  
1<sup>st</sup> Vice President, Irving Jacobson  
2<sup>nd</sup> Vice President, Neil Nota  
3<sup>rd</sup> Vice President, Chick Chase  
4<sup>th</sup> Vice President, Jake Green  
Secretary, Jack Deitchman  
Treasurer, Kevin Norton**

In addition to the above, also present:

**Bruce Bandler, Administrator  
Jack Kubasek, Asst. Administrator  
Keith Arnold, Director of Finance  
Fred Michael, Director of Association Affairs  
David Rivers, Director of Grounds Maintenance  
Jeff Solomon, Director of Administrative Services  
Mary DeCecco, Director of Entertainment  
Michael Salimbene, Director of General Services  
John Guisti, Director of Security/Transportation**

Approximately forty-five (45) residents were present at today's meeting.

The minutes of the meeting held on Tuesday, February 23, 2010 were adopted and approved as presented.

**PRESIDENT'S REPORT**

President Goldberg welcomed everyone to the meeting and asked the Administrator for his comments.

Administrator Bruce Bandler expressed his feelings on missing Jay Meisel's advice. He also said that when Sam Panetz was President, Mr. Meisel would come in very frustrated with his main complaint being that the Council Representatives were not informed and did not know what was going on. Bruce further stated he feels this has changed dramatically since Mr. Goldberg has been President and thanked him for making his job as Administrator easier.

President Goldberg reported that the meetings he has been holding with the Board of Directors have been very successful. The topics of discussion were the new door for the medical office (which will be presented to the Council Board of Directors for approval) and the pouring of concrete to extend the barbeque area. After research it was decided that there is not enough money in the 2010 Budget to accomplish this project. Pete DiRosa suggested, and everyone agreed that a full kitchen with stove be installed in the Grand Ballroom C to replace the present warming kitchen. This would accommodate everyone in Wynmoor and also enable Wynmoor to charge caterers for their use of the kitchen allowing us to recoup some of the expenses. President Goldberg also stated that he would suggest the areas of the entire theatre complex and at the country club in front of the library be designated as "No Smoking". Smoking areas will be provided for residents and employees.

### **ADMINISTRATOR'S REPORT**

Administrator Bruce Bandler reported A resident came into his office and said the following three (3) things to him. 1. All policies are being followed. 2. The books are in good order. 3. The property is well maintained. Bruce said the truth is, we have excellent Department Heads here and he thanked his Department Heads for "making it happen". He then called on Fred Michael, Director of Association Affairs for his report.

Fred reported on the following, he was thrilled to have sixty-two directors at the seminar last Friday. The question and answer session will be included in the March newsletter. He announced that the next seminar would be held on the third (3<sup>rd</sup>) Friday in May and invitations will be forthcoming. Last month the "You Make The Call" program was presented on Channel 99. On this show scenarios are presented to three (3) Directors and then Wynmoor's Attorney Mark Bogen provides the legal answers. Fred also reported that another survey was included in the March News and Views and he has already received many of them back.

John Guisti, Director of Security/Transportation commended Maria Laiken, Hearing Committee Chairperson and Elaine Abolafia, Co-Chairperson for the successful hearing conducted last Friday. He reminded everyone again, it is not about the money, it is about the safety of our residents. He also said that he has been asked what Security does on the golf course. John explained that at 5:00 PM when the golf course closes a Security Officer makes the rounds of the course. Around 6:00 PM (close to sundown) an Officer clears the golfers off the course due to darkness. All golfers must display the Wynmoor "green tag" on their golf bag.

Jack Kubasek, Assistant Administrator gave the following progress report. Year to date at the end of February, the Maintenance Department has completed 2,257 Work Orders with 42 in utilities and 121 maintenance Work Orders remaining open. Jack thanked everyone for their patience with the office staff. Kavita has delivered her baby and will be returning in the next thirty (30) days and Lynne is in a learning process so everything should be back to normal soon. Bill Balne, praised Kia for all of her hard work.

Mike Salimbene, Director of General Services reported on this morning's property inspection which started in the West Wing. They went into the men's and ladies' rooms, and Card Room #4. It was discovered that a repair was needed on a mirror in the men's room and will also look into putting more filament on the windows to block excessive sunlight. The Sewing Room was transformed into a Meeting Room and is being utilized in a better way. The newsstand area will be arranged in order to accommodate a smoking area. The stones in the car wash area will be replenished. The East Wing kitchen has a new door. The windows on the west side of the West Wing also need to be tinted.

David Rivers, Director of Grounds Maintenance reported that the irrigation repair at the West Gate was 100% successful as they were able to pull the damaged pipe through the sleeve and re-insert another one. He also stated that Lee really saved the day on that one because it would have been at least double the \$3,300. with the asphalt and additional repairs that would have had to be done. David also reported that about a month from now the repair/renovation on the green of #13 will begin. This project was provided for in the Golf Reserve with a tentative start date of April 4<sup>th</sup>.

Bruce stated, as he had mentioned before our books are in good order and we are going through our annual audit right now. Our cash flow has gotten much better, going from \$300,000. three (3) years ago to about 1.2 million in Reserves. We still only have one-third of where we should be in Reserves but as you know when Wynmoor has a major infrastructure project the residents would rather have a one-time (1) special assessment as opposed to paying a monthly fee. Bruce thanked Keith for all he has done in keeping the books the way they are and having a plan. He explained we have a very sensitive plan between monthly leases and cash. We spent over \$600,000. last year in cash and we spent about \$500,000. in leases and loans together. This gives us the opportunity to extend the amount of equipment we buy and it's a nice flow. Bruce also explained how it is decided as to whether Wynmoor leases or purchases equipment.

Keith Arnold., CFO advised that there was a detailed computer update report at the Budget & Finance Committee Meeting on February 24<sup>th</sup>. He also thanked the people that were there for their understanding and all the feed back we got. Keith recommended everyone read the minutes from that meeting as they are in detail and will provide valuable information . The minutes will be available after lunch tomorrow.

Bruce suggested that everyone get a copy of the "Disaster Preparedness" that was submitted for the Florida Communities of Excellence Awards. He stated, please read it and understand this is what we do here and we should all be proud of the community. He also said there should be a separate category for the Silver Anniversary Associations 25 years and over because we can't compete with brand new facilities.

Jeff Solomon stated that there are nine (9) chapters of what was submitted to the Florida Journal Magazine which is the organization that did it and not CAI. Each one (1) of those nine (9) chapters is going to be transformed into a TV program on Channel 99. The first one (1) will be with David Rivers. Look for that in the coming weeks. The weekend of

Saturday, March 13<sup>th</sup> and Sunday, March 14<sup>th</sup> is the Annual Art Show in the Grand Ballroom from 10:00 AM to 4:00 PM. A shuttle will be provided at Tract 1000 for those parking there. We have some details on a new trip that will be on April 7<sup>th</sup> to Gulf Stream Park. They have new village shops, racing, a casino and restaurants and they are offering us \$15.00 in casino play and a boxed lunch. Jeff also reported that Charlie Perrillo's "How to Live Forever" seminar was fantastic and we received a lot of feedback. It will air on Channel 99 in two (2) weeks and will be listed in the News & Views. Jeff stated there will be one (1) location for Lost and Found where residents can call or visit to look for their items. It will be located at the Security Center. For those who find something you will bring to the usual locations, Recreation Office, Theatre Office and the Country Club Office. However, after twenty-four (24) hours, any items sitting there will be inter-office delivered to one (1) location so the resident only has to worry about going to one (1) place.

Mary DeCecco, Director of Entertainment reported that this afternoon at 2:00 the International Variety Program will be presented and this is the last one of the season. There are still good seats and we have a great line-up. We have singer, Alston Bair, comic Damien and the Poppy Trio. The movie playing this week is The Blindside which will be shown tonight at 8:00 PM and tomorrow at 2:00 PM. She also gave dates and times for other coming shows and events.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

### **OFFICER'S QUESTIONS AND COMMENTS**

Kevin Norton, Treasurer announced that after the Council Board of Directors Meeting on Thursday, March 4<sup>th</sup> there will be a computer system demonstration.

Coconut Creek Commissioner Mikkie Belvedere announced that the bulk pick-up will be March 18<sup>th</sup>. Today is Broward Conscientiousness Day for the U.S. Census. The forms will be going out the middle of this month and it will be addressed to occupant. Please fill out and return. In regards to our "Snow Birds", anyone who is here by April 1<sup>st</sup> should be counted in the census regardless of where they are from. This Saturday, March 6<sup>th</sup> at 8:00 AM is the cleanup for the lake at Windmill Park.

### **UNIT OWNER'S STATEMENTS**

Ceil Eitman reminded everyone about the final 35<sup>th</sup> Anniversary event on Sunday, March 7<sup>th</sup> saying it is not necessary for everyone to be there at 3:00 PM. It is continuous until 6:00 PM.

It was announced that the signs for the Promenade would be installed on the Wynmoor shopping buses today.

There being no further business to come before this committee, the meeting was adjourned at 10:10 AM.