

Executive Board Meeting Minutes 3-12-26

- **Ron called the meeting to order at 10:00 a.m. All board members were in attendance with the exception of Rich Wiener who is travelling.**
- **We discussed the Property Managers' Roundtable conducted on 3-11-26**
 - **Executive Board Members in attendance were Howard, Mark, Joe and Judith;**
 - **Although an agenda was issued by Macky, nothing was actually agreed to in the meeting;**
 - **Management companies believe that most associations rely on paper rather than digital records;**
 - **CenClub requires a paper copy of their application and the background check;**
 - **Howard will have Macky issue a report of the meeting.**
- **Howard provided the basic principles for COOCVE's Mediation and Dispute Services.**
 - **Assist associations that may experience governance problems from time to time;**
 - **Educate owners as to their rights and responsibilities to the association;**
 - **A COOCVE representative may attend a board meeting & may resolve a conflict if one exists;**
 - **Ultimate aim is to bring associations and owners CLOSER to COOCVE to take advantage of all of our offerings, both ZOOM meetings and educational courses and informational resources;**
 - **Create a dedicated link on our website where requests for assistance are made and logged;**
 - **Client leaves name, association & contact information**
 - **Identifies themselves as a board member or owner**
 - **Briefly describes issue**
 - **For an internal board issue, may send impartial observer to board meeting;**
 - **Other conflict, may arrange confidential meeting in our office.**
 - **TBD:**
 - **Develop data system to track association increasing use of activities provided by and involvement in COOCVE;**

- Explore the benefit of mediation training for 1-3 COOCVE officers/appointees and certification
- Judith discussed SDP1 &2
 - It is difficult to get updates from KBR for SDP!;
 - We may have an issue between Newport I & KBR; Judith will resolve it;
 - A request was made to the Executive Board that we incur the expense of a legal review of the SDP2 documents; the board agreed.
 - Ron, Howard & Mark will contact the attorneys that they know to determine to whom we should send the documents for review.
- Mark distributed a series of 10 designs for the new logo for COOCVE
 - The board was unanimous in their choice which contains CVE's logo in the center. Master Management is agreeable to its use and will bring it to the board for approval.
 - The board also agreed with the tag line "Knowledge for Owners & Support For Board Members".
- Joe gave the Treasurer's Report:
 - The 2/1/26 opening balance of the checking account was \$126,732. Expenses for the month of February totaled \$20,260, primarily insurance premiums. Closing balance on 2/28/26 was \$106,472.
 - Our Emergency Fund CD had an opening balance on 2/1/26 of \$36,444. Interest earned was \$108. The closing balance on 2/28/26 was \$36,552.
- Domenic provided a draft of his educational and informational seminar and workshop schedule which he divided into 3 parts: Governance Topics, Non-Governance Topics and Informational Topics (Be Informed, Be Safe, Be Prepared)
 - Governance:
 - New board member certification
 - Returning board member recertification
 - Budget, reserve, financial reporting
 - Conducting effective board meetings
 - Best practices-website requirements
 - President workshop
 - Secretary workshop
 - Treasurer workshop

- **Non-governance:**
 - Building a better board
 - Managing association vendors/contractors
 - Best practices for record keeping
 - Conflict resolution
 - Dark triad-high conflict personality patterns
- **Informational:**
 - Fire safety
 - Permitting process
 - Broward County Assessors function
 - Hurricane & emergency preparedness
 - Pedestrian & bicycle safety

Respectfully submitted by Judith Stagliano, Secretary