

Board of Directors Meeting
The Landings Maintenance Association, Inc.

Tuesday, May 24, 2016 @ 6:30 PM
Bonaventure Town Center Club
16690 Saddle Club Rd, Weston, FL 33326

AGENDA

1. Open The Meeting

- a. Call to Order
- b. Establishment of Quorum
- c. Proper Meeting Notice

Motions
For Approval

2. Action Items (Discuss and Approve)

- | | |
|---|----|
| a. March 22, 2015 Board Minutes | #1 |
| b. Guardhouse Impact Windows and Doors | #2 |
| c. Rental Application | #3 |
| d. Insurance Policy Renewal | #4 |
| e. Landscape RFP | #5 |
| f. Agreement with City of Weston For Emergency Response | #6 |

3. Key Issues and Updates

- a. 395 Mallard Road Update – Short Sale
- b. Comcast Update
- c. Insurance – June 30th Policy Expiration
- d. City of Weston Meeting (May 18th) Re: Emergency Response
- e. Pending Projects
 - Sidewalk Repairs
 - Street Repairs
 - Guardhouse – Sewer, Windows/Doors, Gatehouse Server, Comcast, Upgrades
 - New Entry Sign at Guardhouse – With Inserts
 - New Bank Accounts- Escrow, Replacement Fund to Local Bank

f. Completed Projects

- No Swimming Signs - Installed
- Picnic Tables and Trash Cans - Installed
- Royal Palm Tree Along Exit - Installed
- Cul de Sacs (3) Landscape Lighting – Installed
- Email List - Updated
- Q2 Newsletter - Emailed
- Vendor Survey – Test Group and Blast Email, Posted on Website
- New Business Email Account – info@thelandingsatweston.com
- Cloud Account – Set up on Google Drive 30 GB (6 used)
- 2015 Audit Report Completed and 2015 Tax Return filed
- Rental Application – Completed and Posted to Website

g. Other Issues

- Storm drain cleaning
- Landscaping RFP
- Security Guard/Software Proposals

h. Reports

- Property Manager's Report
- Architectural Review
- Landscape/Facilities
- Finance
- Communications
- Security - none

4. Homeowners' Open Forum
5. Next Meeting – July 26, 2016
6. Adjournment