

# **AUTUMN WOODS HOMEOWNERS' ASSOCIATION, INC.**

A Florida Not For Profit Corporation - 59-1853262  
P.O. Box 1712, Palm Harbor, FL 34682-1712

Board of Directors Meeting - March 9, 2020

Held at: RE/MAX, 34210 US Hwy 19 North, Palm Harbor, FL 34684

Meeting was called to order by Karen Apa at 6:34pm for the purposes of conducting the regular monthly meeting of the Association's Board of Directors. A quorum was present.

Those in attendance included:

## **BOARD MEMBERS:**

Apa, Karen - President  
Bryce, Tim - Secretary  
Omanoff, William - Treasurer  
Rinker, Mary Ann - Vice President  
Ronayne, Theresa  
Sharkey, Jerrold (via Skype connection)  
Sharkey, June (via Skype connection)  
Plihal, Nicole

Absent: Lindberg, David

## **GUESTS:**

Ronayne, Jim - resident

President's Report - Karen Apa

1. All of our efforts are moving forward to a "turnkey" board, to simplify future Board of Directors.
2. We need to show progress to the community.

Secretary's Report - Tim Bryce

1. The Secretary read the minutes of the Board Meeting of February 10, 2020. The Secretary made a motion to accept the minutes as read, seconded by Karen Apa; unanimously passed.
2. The Secretary said, since the February Board meeting, we have collected \$26,034.42 in Annual Dues and misc income.
3. The Secretary said, 30 people have not yet paid their annual dues. Letters went out to the residents approximately two weeks ago to pay their bill.

4. The Secretary read six vouchers for bills to be paid:

- #09 Palm Beach Aquatics - \$400.00 - Lake maintenance
- #10 Waste Connections - \$2,080.00 - monthly garbage pickup
- #11 Duke Energy - \$36.13 - Lake bubbler
- #12 Duke Energy - \$86.97 - Lake bubbler
- #13 Duke Energy - \$19.59 - Lake bubbler
- #14 Waste Connections - \$2,110.00 - monthly garbage pickup

The Secretary made a motion to pay the bills, seconded by Karen Apa; unanimously passed.

5. The Secretary reviewed income and expenses Year-to-Date. Motion was regularly made by the Secretary and seconded by Karen Apa to attach his report to these minutes.

Treasurer's Report - Bill Omanoff

1. We currently have \$28,630.00 in our checking account, and \$162,850.00 in our Money Market account for a total of \$191,480.00

2. The Treasurer talked with the attorney of Management & Associates regarding reconciling our account. In question is \$15,329.00 outstanding, and \$500.00 in petty cash. The attorney is working on expediting the release of the petty cash.

3. The Treasurer has reviewed three CPA's to administer our accounting.

A. David Ormiston - would charge \$125/month, plus would require us moving our money to BB&T with an administrative fee of \$163/month, for a total of \$288/month. This would include financial reports, paying bills, preparation of tax returns, etc. BB&T gives us flexibility in terms of paying bills, e.g., checks, credit cards, time payments, etc.

B. Charles O'Donnell - \$300/month, plus \$500 for preparing tax returns. He could use any bank.

C. Davidson & Company - \$200-\$300 per month, but does the least work.

The Treasurer added that no management company would be needed if we had a competent accountant. Some discussion ensued to ask questions.

The Treasurer made a regular motion to select David Ormiston as the Association's accountant and to move our monies from PNC to BB&T for a regular monthly fee of \$288; seconded by Tim Bryce. Motion passed 7-1.

4. The Treasurer mentioned there was no official monthly Treasurer's statement for March. It will begin with the next meeting.

## OLD BUSINESS

1. Karen Apa will arrange an interview with a new attorney, Board members are invited to attend.

### Community Projects:

1. Karen Apa made a motion to purchase three more trash cans and a picnic table for \$2,616.15 from T's Market & Produce (the same place we purchased such items in the past); seconded by Bill Omanoff; motion passed unanimously.

2. Karen Apa made a motion to accept a bid from Florida Courts, Inc. to resurface and reline the tennis courts for \$11,000.00 (this is the same company we used in the past); seconded by Bill Omanoff; motion passed unanimously.

3. June Sharkey reported on the lighting at the front entrance. She met with four companies who offered different ideas for implementation. Discussion ensued regarding brass vs. aluminum fixtures, wattage, general pricing. She will now go out for bids which she will present at the next Board meeting.

4. Mary Ann Rinker made a motion, seconded by Bill Omanoff, to purchase a new bag holder for the dog park at a price of \$60.

5. Mary Ann Rinker is working on a project for a new entry system to the dog park and tennis courts. She has a locksmith preparing a proposal which she will present at the next Board meeting. She is also reviewing signage at the park.

6. Karen Apa made a motion to have the local Eagle Scouts troop repair our wind screens for a donation of \$200. The Association will provide the plastic ties. Seconded by Mary Ann Rinker; unanimously passed.

## NEW BUSINESS

1. Karen Apa presented a report on the crime data in the neighborhood. From 2015-2020 only two incidents were reported in our neighborhood by neighbors, none from the Sheriff's Patrol. Discussion ensued about the need for continuing the Sheriff's Patrol. Tim Bryce made a motion, seconded by Mary Ann Rinker, to cancel the Sheriff's Patrol, except for possible special occasions, such as Halloween. Motion passed unanimously.

The Board will discuss a neighborhood Crime Watch program at a future meeting.

2. Karen Apa discussed the need for producing a regularly scheduled newsletter. Most neighbors have e-mail addresses, so it will be e-mailed accordingly. Those without an e-mail address will receive a printed copy. Tim Bryce to assist in producing and distributing the newsletter.

3. Theresa Ronayne introduced an idea for a community event; a "Movie in the Park."  
The first one will be scheduled for April 4th.

4. Karen Apa mentioned we are looking for neighbors to serve on a Compliance Fine Committee.

5. Karen Apa talked with the Mankin Law Group, who is currently responsible for reviewing liens on properties in the neighborhood who are in arrears. Currently we are working on 4 addresses with Mankin Law Group..

Theresa & Jim Ronayne reported on Compliance - there are five homes pending contact, and one pending resolution. They are optimistic neighbors will clean up their homes.

Next Board meeting will be held: Monday, April 13, 2020, 6:30pm at RE/MAX, 34210 US Hwy 19 North, Palm Harbor, FL 34684

Motion was regularly made by Tim Bryce, seconded by Karen Apa, to adjourn the meeting; unanimously passed.

Meeting adjourned at 8:29PM.

Respectfully Submitted,

Tim Bryce  
AWHA Secretary

MINUTES APPROVED: APRIL 13, 2020

AS OF 3/9/2020 - 2020 BUDGET ANALYSIS

AWHA	INCOME	2019 ACTUALS	2020 BUDGET	2020 ACTUALS	DIFFERENCE
6010-000	MAINT FEE - OPERATING		\$176,459.25	\$150,481.39	(\$25,977.86)
6025-000	MAINT FEE - RESV - LAKE EROSION		\$2,000.00	\$0.00	(\$2,000.00)
6026-001	MAINT FEE - RESV - TREES		\$5,000.00	\$0.00	(\$5,000.00)
6057-000	MAINT FEE - RESV - FENCE		\$0.00	\$0.00	\$0.00
6024-000	MAINT FEE - RESV - BASKETBALL RESURFACE		\$0.00	\$0.00	\$0.00
6024-001	MAINT FEE - RESV - TENNIS CT RESURFACE		\$0.00	\$0.00	\$0.00
6024-002	MAINT FEE - RESV - PAVING PARK		\$0.00	\$0.00	\$0.00
6024-003	MAINT FEE - WIND SCREEN		\$0.00	\$0.00	\$0.00
6070-000	INTEREST INCOME - OPERATING		\$0.00	\$0.00	\$0.00
6071-000	INTEREST INCOME - RESERVES		\$0.00	\$0.00	\$0.00
6076-000	INTEREST INCOME - OWNER		\$0.00	\$0.00	\$0.00
6025-500	OTHER INCOME 45 DAY PRE LIEN		\$0.00	\$1,392.03	\$1,392.03
6099-000	CASH FROM PRIOR YEARS		\$7,000.00	\$0.00	(\$7,000.00)
6900-000	INCOME TRANSFER TO RESERVE FUND		(\$7,000.00)	\$0.00	\$7,000.00
6901-000	INTEREST TRANSFER TO RESERVE		\$0.00	\$0.00	\$0.00
	TOTAL INCOME	\$0.00	\$183,459.25	\$151,873.42	(\$31,585.83)
					(\$31,585.83)
AWHA	EXPENSES				
	ADMINISTRATIVE				
7110-000	INSURANCE - GENERAL		\$4,302.00	\$0.00	(\$4,302.00)
7110-001	INSURANCE - WORKERS COMP		\$644.00	\$0.00	(\$644.00)
7110-003	INSURANCE D&O		\$1,933.00	\$0.00	(\$1,933.00)
7210-000	LEGAL & PROFESSIONAL		\$5,000.00	\$0.00	(\$5,000.00)
7211-001	LEGAL - LITIGATION		\$5,000.00	\$0.00	(\$5,000.00)
7211-002	LEGAL EXPENSE - LIEN FORECLOSURE		\$5,000.00	\$0.00	(\$5,000.00)
7310-002	TAXES - CORP ANNUAL		\$61.25	\$0.00	(\$61.25)
7410-000	MANAGEMENT FEE		\$14,179.00	\$0.00	(\$14,179.00)
7510-000	ADMIN EXPENSES - GENERAL		\$2,500.00	\$240.90	(\$2,259.10)
7510-001	ADMIN EXPENSES - MEETINGS		\$900.00	\$0.00	(\$900.00)
7510-008	ADMIN EXPENSES - MISC		\$700.00	\$284.99	(\$415.01)
7510-011	ADMIN-WEBSITE		\$800.00	\$0.00	(\$800.00)
7510-099	ADMIN EXPENSE - 45 DAY PRE LIEN		\$0.00	\$0.00	\$0.00
7810-000	UNCOLLECTED ASSESSMENTS		\$3,000.00	\$0.00	(\$3,000.00)
	TOTAL ADMIN EXPENSES	\$0.00	\$44,019.25	\$525.89	(\$43,493.36)
					(\$43,493.36)
	SERVICES AND UTILITIES				
8012-001	SECURITY SHERIFFS DEPT		\$25,740.00	\$0.00	(\$25,740.00)
8110-000	REPAIR & MAINTENANCE - GENERAL		\$10,200.00	\$19.97	(\$10,180.03)
8110-006	R & M - SUPPLIES		\$500.00	\$0.00	(\$500.00)
8110-018	R & M - SIDEWALKS		\$0.00	\$0.00	\$0.00
8110-020	R & M - ELECTRIC		\$2,500.00	\$1,226.88	(\$1,273.12)
8150-000	OPERATING CONTINGENCY		\$15,000.00	\$0.00	(\$15,000.00)
8210-001	GROUNDS - LAWN SERVICE		\$24,000.00	\$0.00	(\$24,000.00)
8210-004	GROUNDS - TREES		\$10,000.00	\$0.00	(\$10,000.00)
8210-009	GROUNDS - IRRIGATION REPAIRS		\$2,000.00	\$0.00	(\$2,000.00)
8210-012	GROUNDS - LAKE TREATMENTS		\$5,000.00	\$400.00	(\$4,600.00)
8710-003	UTILITIES - ELECTRIC - STREET LIGHTS		\$12,500.00	\$0.00	(\$12,500.00)
8710-009	UTILITIES - WATER		\$3,000.00	\$0.00	(\$3,000.00)
8710-011	UTILITIES - REFUSE REMOVAL		\$29,000.00	\$4,190.00	(\$24,810.00)
	TOTAL SERVICES & UTILITIES	\$0.00	\$139,440.00	\$5,836.85	(\$133,603.15)
					(\$133,603.15)
	TOTAL EXPENSES	\$0.00	\$183,459.25	\$6,362.74	(\$177,096.51)
	TOTAL INCOME	\$0.00	\$183,459.25	\$151,873.42	(\$31,585.83)
	TOTAL EXPENSES	\$0.00	\$183,459.25	\$6,362.74	-\$177,096.51
	TOTAL DUES PER UNIT (163 UNITS)	\$0.00	\$1,125.52	\$39.04	