

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 - May 11, 2020

Held at: Because of the current coronavirus (COVID-19), the meeting was conducted over the Internet using Zoom Technology/conference calling.

Meeting was called to order at 6:35 pm 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
Lindberg, David
Ronayne, Theresa
Sharkey, Jerrold
Sharkey, June
Plihal, Nicole

Absent:
(none)

GUESTS:

Daly, Lisa & Greg - resident
Mackechnie, Martin - resident
Pizzano, Beverly - resident
Pizzano, Bob & Carol - resident
Ronayne, Jim - resident

All were welcomed by the President.

MINUTES - Tim Bryce

1. The Secretary distributed the minutes of the Board Meeting of April 13, 2020 to the Board prior to this meeting.. The Secretary made a motion to accept the minutes as printed and distributed, seconded by David Lindberg; unanimously approved.

PRESIDENT'S REPORT - Karen Apa

1. The COVID-19 has affected the neighborly greatly, particularly in use of park facilities. During the closure, the Board has implemented projects to upgrade the Park facilities, including the tennis courts, and dog park, not to mention replacing the lights at the front entrance.

TREASURER'S REPORT - Bill Omanoff

1. We currently have \$7,497.39 in our checking account, and \$163,404.60 in our Money Market account for a total of \$170,901.99

2. The Treasurer reported David Ormiston will soon be starting as the Association's accountant and is opening our BB&T account.

3. We will first moved \$160,000 of the money market funds to BB&T and will move the remainder shortly thereafter. We will then close our PNC account.

SECRETARY'S REPORT - Tim Bryce

1. The Secretary reported since the April Board meeting we have collected:

#10 - 04/17/2020 - Annual Dues - \$1,612.63
#11 - 04/28/2020 - Annual Dues - \$2,225.26
#12 - 05/07/2020 - Annual Dues - \$2,825.26
TOTAL \$6,663.15

2. The Secretary reported 14 people have not yet paid their annual dues (down 9 homeowners since last month); 5 are paying in installments. Letters were sent out last month (#3). Next month the Board should consider turning over the unpaid dues to our attorney.

3. The Secretary read vouchers for bills paid following the April Board meeting:

#31 04/17/2020 - Bay Area Fence Factory - fence at park - \$1,692.54 - 8110-000
#32 04/17/2020 - Tim Bryce - labels & envelopes - \$42.78 - 7510-000
#33 04/28/2020 - Carl Minieri - lake pump electricity - \$300.00 - 8210-012
#34 04/28/2020 - Duke Energy - main power bill - \$918.54 - 8110-020
#35 04/28/2020 - Duke Energy - bubler bill - \$24.04 - 8110-020
#36 04/29/2020 - Nite Owl Irrigation - front entrance lighting - \$2,799.29 - 8110-000
#37 05/04/2020 - Florida Courts - resurfacing tennis courts - \$6,060.00 - 8110-000
#38 05/04/2020 - Nite Owl Irrigation - cells & bulbs - \$52.84 - 8110-000
#39 05/05/2020 - Waste Connections - monthly waste removal - \$2,050.00 - 8710-011
#40 05/05/2020 - Countryside Locksmith - key system for Park - \$1,766.00 - 8110-000
#41 05/05/2020 - Karen Apa - stamps & lock misc. - \$139.11 - 7510-000 (\$139.11), 8110-006 (\$56.23)

#42 05/10/2020 - Mary Ann Rinker - Park supplies - \$128.09 - 8110-006

#43 05/11/2020 - T's Market & Produce - park tables & trash receptacles - \$2,216.15 - 8110-000

The Secretary made a motion to pay the bills retroactive, seconded by David Lindberg; unanimously approved..

4. The Secretary reviewed the Budget income and expenses Year-to-Date. Motion was regularly made by the Secretary and seconded by June Sharkey to accept the Budget

Analysis and attach the report to these minutes.

5. Beverly Pizzano mentioned she had a check for approximately \$180 left over from last year and will give it to the Secretary for processing.

ARCHITECTURAL COMMITTEE - June Sharkey

1. The lights at the front entrance have been installed. We need to test the electrical carefully as there may be a problem with our irrigation system tripping the breakers.

2. We may also want to consider some LED lights at the front entrance.

COMPLIANCE COMMITTEE - Theresa Ronayne

1. Jim Ronayne discussed the need for us to act more as a neighborhood as opposed to just a subdivision. Courteous calls are more appreciated as opposed to confrontations.

MAINTENANCE

1. Karen Apa reported Phase 1 of the Park reopening has been implemented. All of the tables and children playground equipment have been washed.

2. Karen Apa reported new keys for the tennis courts and dog park will be available soon. The keys will be registered to residents at a registration event at the Park.

3. Karen Apa reported new tables and garbage receptacles were delivered to the Park today. Benches have been back-ordered.

4. Karen Apa reported the concrete walkways will be repaired in June.

5. Karen Apa reported we have a new Lawn Service which will save the community money and the vendor appears to be conscientious to detail.

LAKE REPORT - David Lindberg

1. There are issues with the pump at the Meadow View Lake. It will likely cost \$1,000 to repair.
2. David led a discussion as to who owns the Lakes. The short answer: the property owners. On autumn Lake, the Association owns no property. On Meadow View East Lake, the Association owns the Park. There is little property owned on Meadow View Lake West, and none on the pond south of it.
3. David is putting a committee together to address the Lakes.

GUEST QUESTIONS

1. Greg Daly asked when the special meeting on the tennis courts will be. The President said it would be soon as there are some renovations remaining.
2. Martin Mackechnie asked about implementing push button locks (something the Association tried in the past).
3. Beverly Pizzano mentioned she handled key distribution for 13 years.

OLD BUSINESS

1. Karen Apa mentioned our old attorneys, Rubin & Makin, will soon be replaced by Dan Greenberg. She is trying to schedule a meeting with Mr. Greenberg and the Board.
2. The draft of the Association Rules & Regulations have been prepared and the Board needs to review them so we can move along.
3. Karen Apa mentioned we are getting ready to publish a newsletter. Articles have been submitted by Tim Bryce & David Lindberg. We also need something from the Compliance Committee.
4. Karen Apa mentioned we need to start preparing the 2020 Association Directory. We're hoping to publish it in June. We may include a simplified version of the Rules & Regulations.

Karen Apa then closed the open session at 7:27pm whereby guests left the room.

The remainder of time was spend discussing Compliance issues, specifically residents in default. There was also discussion regarding the start of a "Crime Watch" program.

Many Ann Rinker made a motion to close the meeting, seconded by Karen Apa; unanimously passed.

The next Board meeting will be held: Monday, June 8, 2020, 6:30pm at TBA.

Meeting adjourned at 7:57PM.

Respectfully Submitted,

Tim Bryce
AWHA Secretary

MINUTES APPROVED: JUNE 8, 2020

AS OF: 5/11/2020

AWHA INCOME		2019 ACTUALS	2020 BUDGET	2020 ACTUALS	DIFFERENCE
6010-000	MAINT FEE - OPERATING		\$176,459.25	\$164,398.48	(\$12,060.77)
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	\$165,790.51	(\$17,668.74)
					(\$17,668.74)
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	\$455.79	(\$2,044.21)
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	\$864.23	\$64.23
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	\$1,605.01	(\$42,414.24)
					(\$42,414.24)
	SERVICES AND UTILITIES				
8012-001	SECURITY SHERIFFS DEPT		\$25,740.00	\$0.00	(\$25,740.00)
8110-000	REPAIR & MAINTENANCE - GENERAL		\$10,200.00	\$22,493.79	\$12,293.79
8110-006	R & M - SUPPLIES		\$500.00	\$234.30	(\$265.70)
8110-018	R & M - SIDEWALKS		\$0.00	\$0.00	\$0.00
8110-020	R & M - ELECTRIC		\$2,500.00	\$3,218.78	\$718.78
8150-000	OPERATING CONTINGENCY		\$15,000.00	\$0.00	(\$15,000.00)
8210-001	GROUNDS - LAWN SERVICE		\$24,000.00	\$2,000.00	(\$22,000.00)
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	\$700.00	(\$4,300.00)
8710-003	UTILITIES - ELECTRIC - STREET LIGHTS		\$12,500.00	\$0.00	(\$12,500.00)
8710-009	UTILITIES - WATER		\$3,000.00	\$998.63	(\$2,001.37)
8710-011	UTILITIES - REFUSE REMOVAL		\$29,000.00	\$8,290.00	(\$20,710.00)
	TOTAL SERVICES & UTILITIES	\$0.00	\$139,440.00	\$37,935.50	(\$101,504.50)
					(\$101,504.50)
	TOTAL EXPENSES	\$0.00	\$183,459.25	\$39,540.51	(\$143,918.74)
	TOTAL INCOME	\$0.00	\$183,459.25	\$165,790.51	(\$17,668.74)
	TOTAL EXPENSES	\$0.00	\$183,459.25	\$39,540.51	-\$143,918.74
	TOTAL DUES PER UNIT (163 UNITS)	\$0.00	\$1,125.52	\$242.58	