

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 - July 13, 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 6:36 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, June
Sharkey, Jerrold
Plihal, Nicole

Absent:
(none)

GUESTS:

Lafrenz, Jill - homeowner
Mackechnie, Martin - homeowner
Pizzano, Beverly - homeowner
Ronayne, Jim - homeowner
Seigel, Arlene - homeowner
(3 others unidentified)

All were welcomed by the President.

SECRETARY'S REPORT - Tim Bryce

1. The Secretary distributed the minutes of the Board Meeting of June 8, 2020 to the Board prior to this meeting. The Secretary made a motion to accept the minutes as printed and distributed, seconded by June Sharkey; unanimously approved.

2. The Secretary reported since the June Board meeting, we have collected:

#16 - 06/15/2020 - Annual Dues - \$1,668.94
#17 - 06/29/2020 - Annual Dues - \$ 849.26
#18 - 07/09/2020 - Annual Dues - \$1,112.63
TOTAL \$3,630.83

3. The Secretary reported 4 people have not yet paid their annual dues (down 3 homeowners since last month); 7 are paying in installments. On July 2nd, the Secretary sent e-mails and letters to those paying installments reminding them it is time to pay their dues.

4. The Secretary read vouchers for bills paid following the June Board meeting:

#55 06/15/2020 - MANKIN LAW GROUP - Attorney Fee - \$376.00 - 7210-000
#56 06/22/2020 - KAREN APA - Park Supplies - \$718.00 - 8110-006 (Maintenance)
#57 06/22/2020 - FLORIDA TREE SERVICE - Monthly Lands - \$1,100.00 - 8210-001
#58 06/22/2020 - RABIN PAKER GURLEY, PA - Legal Bill - \$460.41 - 7210-000
#59 06/29/2020 - BILL OMANOFF - Check Software - \$59.95 - 7510-008
#60 06/29/2020 - DUKE ENERGY - Electricity - \$918.54 - 8110-020
#61 06/29/2020 - DUKE ENERGY - Electricity - \$88.82 - 8110-020
#62 06/29/2020 - DUKE ENERGY - Electricity - \$39.71 - 8110-020
#63 07/07/2020 - FAST SIGNS - Front sign - \$95.02 - 8110-006
#64 07/09/2020 - RABIN PAKER GURLEY, PA - Legal Bill - \$720.18 - 7210-000
#65 07/09/2020 - CIANFRONE, NIKOLOFF, GRANT & GREENBERG, P.A.
Legal Bill \$500.00 - 7210-000
#66 07/09/2020 - WASTE CONNECTIONS - Monthly waste - \$2,080.00 - 8710-011
#67 07/09/2020 - PINELLAS COUNTY UTILITIES - Park Water - \$375.71 - 8710-009
#68 07/09/2020 - PINELLAS COUNTY UTILITIES - Water/Sewer - \$153.74 - 8710-009
#69 07/09/2020 - PINELLAS COUNTY UTILITIES - Water/Sewer - \$137.57 - 8710-009
TOTAL - \$7,823.65

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

5. The Secretary reviewed the Budget income and expenses Year-to-Date. Motion was regularly made by the Secretary and seconded by Mary Ann Rinker to accept the Budget Analysis and attach the report to these minutes. NOTE: There was brief discussion as to the purpose of this report, which is to report on all income received and expenses spent against the annual budget; it is NOT a full report of the Association's financial resources which is to be made by the Association Treasurer.

6. The Secretary made mention that at the May Board meeting Beverly Pizzano claimed she had a check for approximately \$180 left over from last year and will give it to the Secretary for processing. As of today, the money has not been received by the Secretary.

PRESIDENT'S REPORT - Karen Apa

1. The COVID-19 virus is still spreading in Florida and Pinellas County. Residents are asked to take all reasonable precautions. There are currently no plans to close the Association's Park facilities. Surveillance cameras have been installed at the Park. Thanks to Bill Omanoff for getting Google to remove the AWAHA Tennis Courts and Basketball Court off of their listings. Finally, the Association has added "wipe stations" in the Park.

TREASURER'S REPORT - Bill Omanoff

1. The Treasurer said we have completed the transfer of money from PNC to our new bank, BB&T. \$493.28 was moved from PNC to BB&T.

2. The Treasurer has reviewed policies to cover the Association's insurance. Voucher for payment will be created shortly.

3. The Treasurer said we currently have \$70,043 in our checking account, and \$80,030.00 in our Money Market account for a total of \$150,566.

4. The Treasurer reported our new accountant, David Ormiston, will issue monthly banking statements starting with the August meeting.

5. The Treasurer mentioned for the upcoming Audit, the auditors will need all invoices. The Secretary will provide.

6. A new date stamp is coming for processing invoices.

OLD BUSINESS

1. Karen Apa stated that at the Park: the pet fountain has been installed, and surveillance cameras have been installed.
2. Karen Apa said the next issue of our newsletter is at the printer. Also, we hope to complete the Autumn Woods 2020/2021 Directory by August.

Lake Maintenance / David Lindberg

1. David proposes to obtain a special Lock Box for the Tennis Court at \$383.00. The President instructed him to proceed.
2. A Lake maintenance bill will be coming from Ryan Sullivan for \$400.
3. On Meadow View Lake West, the motor for the "bubbler" is burned out. Ryan Sullivan quoted \$1,094.03 to replace it.
4. David has talked to neighbors around the Lake in terms of who should maintain the lakes, the Association or the neighbors who own the property. All would like to have the Association pay for it.
5. David to prepare a financial analysis for review with the Association's attorney. Basically, what is needed is a listing of the items required to maintain the lakes for one year, and divided by the number of homeowners around the lakes.
6. The Board discussed the history of lake maintenance over the years, which was originally performed by volunteers around the lakes, and not the Association.
7. David claims five homes on Meadow View East are experiencing erosion problems and are considering building walls. He is asking for proposals.
8. It was mentioned that the drainage of community water onto the private property of the lakes is not optional. It is specifically covered by a drainage easement on all lakefront properties.

NEW BUSINESS

1. Tim Bryce mentioned the emergency drain in the southwest corner of Meadow View East Lake had considerable flora and fauna covering it. This must be cleared as hurricane season is approaching. David Lindberg said he will research the problem with the county.

2. Compliance - Jim Ronayne - said five issues have been closed; four issues remain open; two new issues have been identified. Karen Apa added that the lot on Pond View Court has been cleaned on the outside by the Association's lawn maintenance people. May Ann Rinker mentioned the dead tree on Chestnut Court East is down.

The President closed the meeting for the general public at 7:38pm. Guests exited the session.

The remainder of the time was spent on Questions & Answers pertaining to:

1. Compliance
2. Modifying the governing documents.
3. Proposed modifications to the Park.

The next Board meeting will be held: Monday, August 10, 2020, 6:30pm at TBA.

Motion was made by the Secretary, seconded by Bill Omanoff to close the meeting. Meeting adjourned at 8:14pm.

Submitted by:

Approved by:

Tim Bryce, AWAH Secretary

Karen Apa, AWAH President

MINUTES APPROVED: AUGUST 10, 2020

AS OF: 7/13/2020

AWHA INCOME		2019 ACTUALS 2020 BUDGET 2020 ACTUALS DIFFERENCE			
6010-000	MAINT FEE - OPERATING		\$176,459.25	\$174,748.78	(\$1,710.47)
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	\$2,934.50	\$2,934.50
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	\$177,683.28	(\$5,775.97)
					(\$5,775.97)
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	\$2,056.59	(\$2,943.41)
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	\$344.94	(\$355.06)
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	\$3,721.55	(\$40,297.70)
					(\$40,297.70)
	SERVICES AND UTILITIES				
8012-001	SECURITY SHERIFFS DEPT		\$25,740.00	\$0.00	(\$25,740.00)
8110-000	REPAIR & MAINTENANCE - GENERAL		\$10,200.00	\$26,657.27	\$16,457.27
8110-006	R & M - SUPPLIES		\$500.00	\$1,047.32	\$547.32
8110-018	R & M - SIDEWALKS		\$0.00	\$0.00	\$0.00
8110-020	R & M - ELECTRIC		\$2,500.00	\$5,199.46	\$2,699.46
8150-000	OPERATING CONTINGENCY		\$15,000.00	\$0.00	(\$15,000.00)
8210-001	GROUND - LAWN SERVICE		\$24,000.00	\$5,225.00	(\$18,775.00)
8210-004	GROUND - TREES		\$10,000.00	\$0.00	(\$10,000.00)
8210-009	GROUND - IRRIGATION REPAIRS		\$2,000.00	\$0.00	(\$2,000.00)
8210-012	GROUND - 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	\$2,662.24	(\$337.76)
8710-011	UTILITIES - REFUSE REMOVAL		\$29,000.00	\$12,510.00	(\$16,490.00)
	TOTAL SERVICES & UTILITIES	\$0.00	\$139,440.00	\$54,001.29	(\$85,438.71)
					(\$85,438.71)
	TOTAL EXPENSES	\$0.00	\$183,459.25	\$57,722.84	(\$125,736.41)
					(\$125,736.41)
	TOTAL INCOME	\$0.00	\$183,459.25	\$177,683.28	(\$5,775.97)
	TOTAL EXPENSES	\$0.00	\$183,459.25	\$57,722.84	-\$125,736.41
	TOTAL DUES PER UNIT (163 UNITS)	\$0.00	\$1,125.52	\$354.13	