

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 - September 14, 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 6:33 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)

Pizzano, Beverly - homeowner
Pizzano, Caroline - homeowner
Ronayne, Jim - homeowner
Seigel, Arlene - homeowner
Smallwood, Carrie - homeowner
Tom & Diane ? - homeowner?

All were welcomed by the President.

MINUTES

The Secretary distributed the minutes of the Board Meeting of August 10, 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

Nothing much to report. Everything appears to be on target.

TREASURER'S REPORT - Bill Omanoff

1. The Treasurer said we currently have (as of 8/31/1020) in our old account \$25,231.95, checking account \$97,254.63 in our checking account, and \$35,808.37 in our Money Market account for a total of \$158,294.95.
2. The Treasurer said our Reserve Study is at 35,808.37 and should be at approximately \$56,000.00 and we should be 100% funded by the end of the year.

SECRETARY'S REPORT - Tim Bryce

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

#22 - 08/11/2020 - Annual Dues	- \$278.16
	- Back Dues - \$540.00
#23 - 08/27/2020 - Annual Dues	- \$1,325.26
	- Back Fees - \$12,390.11
	- Estoppel - \$250.00
#24 - 09/10/2020 - Estoppel	- \$250.00
	- Past Dues - \$696.20
TOTAL	\$15,729.73

2. The Secretary reported 2 people have not yet paid their annual dues (down 1 homeowner since last month); 2 are paying in installments (down 2 people since last month).

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

#90 08/17/2020 - CIANFRONE, NIKOLOFF, GRANT & GREENBERG, P.A. - Legal Fees - \$762.50 - 7210-000
#91 08/18/2020 - RABIN PAKER GURLEY, PA - Legal Fees - \$165.83 - 7210-000
#92 08/18/2020 - BILL OMANOFF - Postage - \$11.00 - 7510-000
#93 08/19/2020 - WOW! - Internet - \$78.87 - 7510-008
#94 08/19/2020 - COUNTRYSIDE LOCKSMITH - Gate Closer - \$453.00 - 8110-000
#95 08/19/2020 - DUKE ENERGY - Electricity - \$25.76 - 8710-003
#96 08/19/2020 - DUKE ENERGY - Electricity - \$15.69 - 8710-003
#97 08/19/2020 - DUKE ENERGY - Electricity - \$94.46 - 8710-003
#98 08/27/2020 - DUKE ENERGY - Electricity - \$918.92 - 8710-003
#99 08/27/2020 - FLORIDA TREE SERVICE - Lawns-Aug - \$1,145.00 - 8210-001
#100 08/27/2020 - PALM BEACH AQUATICS - Lake Maint - \$400.00 - 8210-012
#101 09/10/2020 - PINELLAS COUNTY UTILITIES - Water/Sewer - \$190.49 - 8710-009
#102 09/10/2020 - PINELLAS COUNTY UTILITIES - Water/Sewer - \$383.06 - 8710-009
#103 09/10/2020 - WASTE CONNECTIONS - Monthly Waste - \$2,500.00 - 8710-011
TOTAL - \$7,144.58

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

4. The Budget Analysis was distributed to the Board prior to the meeting. Motion was regularly made by the Secretary and seconded by David Lindberg to accept the Budget Analysis and attach the report to these minutes.

5. 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.

COMMUNITY - Nicole Plihal

1. Nicole asked if anyone was interested in a park social in November. She will ask the neighborhood for their thoughts.

2. Nicole has developed a new letter for greeting new members of the community.

ARCHITECTURE - June Sharkey

1. She approved paints for the Castle House.
2. Some minor discussion on painting the gazebo at the park. The gazebo has been there since around 1996/1997.

MAINTENANCE - Karen Apa

1. Karen is asking for bids on Pest Control on community property. She hopes to have something by the next meeting.
2. Karen noted the new lights at the front entrance are working fine.

LAKE MAINTENANCE - David Lindberg

1. David said the Meadow View Lake West bubbler may be under water. He will investigate more closely.
2. Pinellas County officials reported the emergency overflow on Meadow View East lake is flowing properly.
3. The Board will reconsider Lake Assessment after meeting with the association's lawyer.

COMPLIANCE - Jim Ronayne

1. There are 7 active reports under review, 4 carry overs, and one new.
2. So far, it has not been necessary to send a 30 day action letter to a homeowner.

More will be discussed about these issues after the public session of this meeting.

QUESTIONS FROM RESIDENTS

1. Arlene Seigel asked when the annual meeting will be. Karen said in December and probably conducted on-line.
2. Arlene also asked if we will have a patrol car for Halloween. We should know by the next meeting.
3. Arlene asked if the Dog Park is finished. Yes.

The President closed the meeting for the general public at 7:08pm. Guests exited the session.

The remainder of the time was spent on Questions & Answers pertaining to Compliance and Treasurer Reports.

Motion was made by the President, seconded by the Mary Ann Rinker to close the meeting.

Meeting adjourned at 7:30pm. The next meeting is scheduled for Monday, October 12, 2020 at 6:30pm, location TBA.

Respectfully Submitted,

Tim Bryce
AWHA Secretary

**Autumn Woods HOA
Balance Sheet
As of September 30, 2020**

	<u>Sep 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Operating - BB&T	110,073.07
1010 · Reserve MM	36,392.67
Total Checking/Savings	<u>146,465.74</u>
Accounts Receivable	
1100 · Accounts Receivable	5,978.43
Total Accounts Receivable	<u>5,978.43</u>
Other Current Assets	
Prepaid Insurance	
1502 · D&O and Crime	1,995.00
1503 · Workmans Comp	630.00
Total Prepaid Insurance	<u>2,625.00</u>
Total Other Current Assets	<u>2,625.00</u>
Total Current Assets	<u>155,069.17</u>
Other Assets	
1801 · Utility Deposit - Water	45.00
Total Other Assets	<u>45.00</u>
TOTAL ASSETS	<u>155,114.17</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2200 · Prepaid Dues	1,888.63
2300 · Unallocated Dues	45,341.69
Total Other Current Liabilities	<u>47,230.32</u>
Total Current Liabilities	<u>47,230.32</u>
Total Liabilities	<u>47,230.32</u>
Equity	
Reserve Funding	
3010 · Basketball Ct. Resurfacing	700.00
3011 · Tennis Ct. Resurfacing	5,500.00
3012 · Paving at Park	3,500.00
3013 · Windscreen Tennis Court	40.00
3020 · Reserve - General	3,250.20
3040 · Lake Erosion	3,503.00
3049 · Trees	3,653.00
3057 · Fence	816.00
3061 · Legal/Defense	15,197.64
3080 · Interest	232.83
Total Reserve Funding	<u>36,392.67</u>
3200 · Retained Earnings	10,065.71
Net Income	61,425.47
Total Equity	<u>107,883.85</u>
TOTAL LIABILITIES & EQUITY	<u>155,114.17</u>

These Financial Statements Are For Management Use Only

**Autumn Woods HOA
Profit & Loss Budget Performance
September 2020**

	<u>Sep 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
4010 · Maintenance Fees	15,113.00	15,288.00	-175.00
4030 · Interest - Operating	0.75		
4040 · Interest - Reserves	0.30		
4080 · Reserve Interest Allocation	-0.30		
4100 · Other Income	250.00		
4500 · Prior Year Carryover	584.00	584.00	0.00
Total Income	<u>15,947.75</u>	<u>15,872.00</u>	<u>75.75</u>
Expense			
Pre Bookkeeping Expenses			
Utilities - Pre	0.00		
Reimbursement	0.00		
Misc.	0.00		
Maintenance - Disposal	0.00		
Maintenance	0.00		
Bank Charges	0.00		
Total Pre Bookkeeping Expenses	<u>0.00</u>		
Grounds Maintenance			
5012 · Security Sheriff Dept.	0.00	2,145.00	-2,145.00
5110 · R & M - General	0.00	850.00	-850.00
5116 · R & M Supplies	0.00	42.00	-42.00
5210 · R & M Electric	0.00	208.00	-208.00
5250 · Operating Contingency	0.00	1,250.00	-1,250.00
6211 · Lawn Service	1,145.00	2,000.00	-855.00
6214 · Trees	0.00	833.00	-833.00
6219 · Irrigation Repairs	0.00	167.00	-167.00
6222 · Lake Treatments	400.00	417.00	-17.00
Total Grounds Maintenance	<u>1,545.00</u>	<u>7,912.00</u>	<u>-6,367.00</u>
Utilities			
7003 · Electric	918.92	1,038.00	-119.08
7009 · Water	0.00	250.00	-250.00
7011 · Trash	0.00	2,417.00	-2,417.00
7015 · Cable/WiFi	0.00		
Total Utilities	<u>918.92</u>	<u>3,705.00</u>	<u>-2,786.08</u>

**Autumn Woods HOA
Profit & Loss Budget Performance
September 2020**

	<u>Sep 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Administrative			
8110 · Insurance - General	0.00	359.00	-359.00
8111 · Insurance - Workers Comp	0.00	54.00	-54.00
8112 · Insurance - D&O/Crime	0.00	161.00	-161.00
8210 · Legal & Professional	0.00	417.00	-417.00
8211 · Legal - Litigation	0.00	417.00	-417.00
8212 · Legal-Liens/ Foreclosure	0.00	417.00	-417.00
8310 · Taxes/Corp Annual	0.00	5.00	-5.00
8410 · Management Fee	125.00	1,182.00	-1,057.00
8510 · Admin. Expenses	110.38	342.00	-231.62
8511 · Website	0.00	67.00	-67.00
8810 · Uncollectible Dues	0.00	250.00	-250.00
Total Administrative	<u>235.38</u>	<u>3,671.00</u>	<u>-3,435.62</u>
Reserve Allocations			
9040 · Lake Erosion	167.00	167.00	0.00
9049 · Trees	417.00	417.00	0.00
Total Reserve Allocations	<u>584.00</u>	<u>584.00</u>	<u>0.00</u>
Total Expense	<u>3,283.30</u>	<u>15,872.00</u>	<u>-12,588.70</u>
Net Income	<u><u>12,664.45</u></u>	<u><u>0.00</u></u>	<u><u>12,664.45</u></u>

**Autumn Woods HOA
Profit & Loss Budget Performance
January - September 2020**

	<u>Jan - Sep 20</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
Income				
4010 · Maintenance Fees	136,017.00	137,592.00	-1,575.00	183,459.25
4030 · Interest - Operating	355.76			
4040 · Interest - Reserves	59.38			
4080 · Reserve Interest Allocation	-59.38			
4100 · Other Income	1,892.03			
4500 · Prior Year Carryover	5,256.00	5,256.00	0.00	7,000.00
Total Income	<u>143,520.79</u>	<u>142,848.00</u>	<u>672.79</u>	<u>190,459.25</u>
Expense				
Pre Bookkeeping Expenses				
Utilities - Pre	3,616.79			
Reimbursement	1,857.29			
Misc.	2,216.15			
Maintenance - Disposal	8,440.00			
Maintenance	26,636.41			
Bank Charges	22.99			
Total Pre Bookkeeping Expenses	<u>42,789.63</u>			
Grounds Maintenance				
5012 · Security Sheriff Dept.	0.00	19,305.00	-19,305.00	25,740.00
5110 · R & M - General	3,885.11	7,650.00	-3,764.89	10,200.00
5116 · R & M Supplies	575.34	378.00	197.34	500.00
5210 · R & M Electric	0.00	1,872.00	-1,872.00	2,500.00
5250 · Operating Contingency	11,665.14	11,250.00	415.14	15,000.00
6211 · Lawn Service	3,836.29	18,000.00	-14,163.71	24,000.00
6214 · Trees	0.00	7,497.00	-7,497.00	10,000.00
6219 · Irrigation Repairs	0.00	1,503.00	-1,503.00	2,000.00
6222 · Lake Treatments	800.00	3,753.00	-2,953.00	5,000.00
Total Grounds Maintenance	<u>20,761.88</u>	<u>71,208.00</u>	<u>-50,446.12</u>	<u>94,940.00</u>
Utilities				
7003 · Electric	2,094.34	9,342.00	-7,247.66	12,500.00
7009 · Water	667.02	2,250.00	-1,582.98	3,000.00
7011 · Trash	4,160.00	21,753.00	-17,593.00	29,000.00
7015 · Cable/WiFi	205.74			
Total Utilities	<u>7,127.10</u>	<u>33,345.00</u>	<u>-26,217.90</u>	<u>44,500.00</u>

**Autumn Woods HOA
Profit & Loss Budget Performance
January - September 2020**

Administrative				
8110 · Insurance - General	713.13	3,231.00	-2,517.87	4,302.00
8111 · Insurance - Workers Comp	550.52	486.00	64.52	644.00
8112 · Insurance - D&O/Crime	1,500.38	1,449.00	51.38	1,933.00
8210 · Legal & Professional	2,148.51	3,753.00	-1,604.49	5,000.00
8211 · Legal - Litigation	0.00	3,753.00	-3,753.00	5,000.00
8212 · Legal-Liens/ Foreclosure	0.00	3,753.00	-3,753.00	5,000.00
8310 · Taxes/Corp Annual	0.00	45.00	-45.00	61.25
8410 · Management Fee	500.00	10,638.00	-10,138.00	14,179.00
8510 · Admin. Expenses	748.17	3,078.00	-2,329.83	4,100.00
8511 · Website	0.00	603.00	-603.00	800.00
8810 · Uncollectible Dues	0.00	2,250.00	-2,250.00	3,000.00
Total Administrative	6,160.71	33,039.00	-26,878.29	44,019.25
Reserve Allocations				
9040 · Lake Erosion	1,503.00	1,503.00	0.00	2,000.00
9049 · Trees	3,753.00	3,753.00	0.00	5,000.00
Total Reserve Allocations	5,256.00	5,256.00	0.00	7,000.00
Total Expense	82,095.32	142,848.00	-60,752.68	190,459.25
Net Income	61,425.47	0.00	61,425.47	0.00