

APPROVED March 18, 2015

Dunedin Palms Homeowner's Association, Inc.
130 Patricia Avenue, #19
Dunedin, Fl. 34698

Board of Director's Meeting February 11, 2015

President Don Lessard called the meeting to order on Wednesday, February 11, 2015 at 9:00am in the Dunedin Palms Clubhouse at 130 Patricia Avenue, Dunedin, Florida 34698

2. Roll Call of Officers and Directors

Present were Don Lessard, President – Joe Bongo, Vice President – Gordon Mills, Treasurer – Rosalie Bongo, Secretary and Directors Don Wallace, Tollie Holtzclaw, and Gary Russell and Timothy Hendrix, AmeriTech Manager.

3. Proof of Notice

Meeting Agenda was posted at the clubhouse and office on 2/8/2015. Secretary Rosalie Bongo requested that future postings at the clubhouse be posted in the large clear posting box next to the clubhouse entry. Board members agreed to this.

4. Acceptance of January 21, 2015 Board Meeting Minutes

Tollie Holtzclaw made motion to accept the minutes and to dispense with the reading of the minutes. This was seconded by Don Wallace. **All were in favor, therefore motion approved.**

5. Reports:

- a. Coffee – Social – Financials** – Treasurer Gordon Mills reviewed his priorities for the coming year – 1) Reserve review as it appears the reserves are under funded based on our last 30 year study of 2008, he would like to form a committee of 3 board members and 3 share holders to start the review 2) Closely look at our current budget to review expenses and amount of money left over as it appears budget is very tight and 3) feels share holders have very little understanding our finances and plans on conducting information meetings for interested people to better understand the park finances. **Coffee report** shows starting balance \$339.66 with income of \$301.00, expenses of \$278,37 for an ending balance on 1/31/15 of \$362.29. (It should be noted that due to mathematical error ending balance was corrected from and ending balance of \$356.39 as reported at the meeting). **Social Report** shows a beginning balance of \$4531.66 with income of \$281.00, expenses of \$1070.57 for an ending balance on 1/31/15 of \$3742.09.(It should be noted that due to a mathematical error expenses were corrected from \$1757.00 as reported at the meeting)

Financial report total revenue as of 1/31/15 \$31,868.00 with budgeted amount of \$18,500.00 indicating a favorable balance of \$13,368.00. It was explained that this variance was owners that had paid ahead of time. Total expenses \$9175.00 vs. budget of \$14,574.00. It was explained that this variance was due to some expenses not paid during the month and will be paid at a later date as they come due. Non-operating expenses of the reserves as mentioned will be monitored and reviewed at a later date.

Motion was made by GORDON MILLS TO ACCEPT REPORTS AND WAS SECONDED BY TOLLIE HOLTZCLAW, VOTE RESULTED IN 7 YES THERE-FOR MOTION CARRIED.

b. **Presidents Report:** President Don Lessard reported on the situation with #7. Due to the legality of issues he gave a brief review of the board's actions which are the commencing of litigation against Mr. Moore and the two LLC's \ involved in the chain of sales. He stated that Rosalie Bongo, Secretary, had received a call from one of the involved in the purchase and he was told to contact our attorney. Shortly after it was noticed that a termite/pest company was at site doing some work. Mr. Lessard thanked our "Heroes" for taking care of the water on the floor of the Challenger shed. Also was reported that the floor in the office has been checked for damage and will be followed with repair.

6. Old Business:

c. Water issues between Units 112 thru 116. President Lessard reported receiving three bids for 3 swales perpendicular to the street and one swale behind unit #114, parallel to the back fence as well as re-sodding as necessary as follows: Nik's Landscaping & Maintenance \$7,700 – Kloote Contracting, Inc. \$9,462.84 and Sandstone Excavators \$5,500.00. Funding for this to come out of the "deferred maintenance" reserve fund.

Motion made by Joe Bongo VP and seconded by Gary Russell, Director to contract with Sandstone Excavators for \$5,500.00 to begin work as stated above. Discussion by the board members followed regarding quality and reputation of this contractor and Tim, Hendrix indicated very positive references and quality of work. Explanation was give regarding location of swales. **Vote resulted in 6 yes and 1 abstain by Gordon Mills due to conflict of interest as he is owner of lot #114. Motion carried**

d. Repair of club house fascia boards – Discussion held regarding the leakage in southwest corner of club house. Timothy Hendrix has spoken with a contractor who has evaluated situation and indicates we need caulking in four corners. Estimate would be below \$500.00. **Motion made by Don Wallace to hire contractor to complete work and to not exceed \$500.00, seconded by Gordon Mills. Vote resulted in 7 yes – Motion carried.**

e. Kitchen counter Renovations –This item had been tabled from the last board meeting in order to obtain more estimates for resurfacing all of the cabinets. An inquiry was made to Lowes who stated they would give an estimate at a cost of \$75.00 which would be deducted from the cost of them resurfacing. Another company gave verbal estimate of \$200.00 for the 31 doors which would bring the cost to \$6200.00, Another estimate from Bill Pierce estimated a total cost of \$5000.00 for replacing. He also said our cabinets were in good condition and recommended we paint the cabinets. **Don Wallace made a motion to have our resident Steve Wiedewitsch to replace the Formica on the kitchen counters as well as replace counter wood as necessary. (Painting can be done by our**

“Heroes”). Seconded by Joe Bongo Vote resulted in 7 yes – motion carried.

- f. Palm Tree replacement – Estimates received to remove tree root ball and replace 4 with 14 foot tall queen palm trees. Estimates received per tree: Bill Green \$500.00 Broomstick Services \$450.00 and Woodys Tree and Landscape \$335.00.

Rosalie Bongo Moved to have Woodys Tree and Landscape to accomplish above stated work.. This was seconded by Don Wallace. Vote resulted in 7 yes – motion carried.

- g. Canal erosion – At last November’s meeting a decision was made to Monitor the erosion of the banks by taking photographs every six months. Pictures have not been taken yet, but before we start we need to come up with a scheme as to how we create a baseline. Just taking pictures may not be of any value. This project warrants discussion after the meeting as there are many variables to consider. It was brought up that we should look into having the City or Swift Mud help with this concern as we receive water, debris and garbage in our pond from other areas. **A motion was made by Rosalie Bongo to form a committee of Joe Bongo, Gordon Mills, Gary Russell and Ray Guay check into this. Motion seconded by Joe Bongo. Vote resulted in 7 yes – Motion carried**

7. New Business

- a. **Copier** Our office copier is not working properly and our maintenance Service company is recommending we purchase another unit, which is smaller in size. Both units are much smaller than what we currently have. He stated we only make about 6000 copies per year. Both of these are refurbished units and neither will print in color The first is a RICOH MFP 201 for a price of \$995.00 plus tax. It is a desk top model. The second is a Minolta Bix-Hub 223 for \$1995.00 plus tax. Today our service contract cost us \$345.15 per year for the black and white feature and an additional \$481.50 per year for the color feature. By purchasing either of these copiers we would save \$481.50 per year. **Motion was made by Rosalie Bongo to purchase the RICOH MFP 201 for \$995.00 plus tax. Motion seconded by Don Wallace. Vote resulted in 7 yes – Motion carried**
- b. **Investments with Raymond James:** President Lessard, VP Bongo and Treasurer Mills met with Raymond James advisor on February 2, 2015 as required by our Investment Policy. Discussion was regarding the performance of our investments during 2014, the contents of our investment policy, the requirement within state statutes whereby the value of invested reserve funds can never drop below what our official financial book value and our future need to access reserve. Gordon Mills reported on specific recommendations from our advisor. **Gordon Mills made a motion that based on Raymond James recommendations we move \$200,000.00 to conservative allocation. This was seconded by Rosalie Bongo. Vote resulted in 7 yes – Motion carried.**

- c. **Palm Tree Trimming:** Estimates received from O'Neil, Danny Tree and Woodys Tree and Landscape, Inc. for trim and removal of debris. Low bid was Woodys (has workers comp..) for a price of \$1946.00. Palm Trees to be trimmed 2x year. **Motion made by Rosalie Bongo and seconded by Joe Bongo to contract with Woodys for work as indicated above. Vote resulted in 7 yes – Motion carried**
- d. **Approval of Sales:** Sale of Unit 91 to William and Carol Munroe has been brought up so as to record in the minutes. Approval given for sale of Unit #9 to Mary Miller.
- e. Request for Property changes. M. Kelley unit 41 requested to paint her Unit a darker shade of gray and the trim white, In addition she requested to extend her existing patio by a 5 x 7 area to the north corner of the unit. **Motion to approve by Don Wallace and seconded by Tollie Holtzclaw. Vote resulted in 7 yes – motion carried**
Don Butterfield unit 92 requested to install flower boxes and paint front corner trim and replace shutters same color. **Motion by Rosalie Bongo to approve and seconded by Don Wallace. Voted resulted in 7 yes – Motion carried.**
- f. The following have agreed to lead the noted committees through the next election: Anne Daigle – Social, Bruce Russell – General Maintenance – Ray Guay – Pool and garage, Margaret Lesser – Insurance, Gary Russell, Ground & Trees, Roe Bongo – Sales & Rentals, Dave Munroe- Lake Maintenance, Lanny Bashant- Electric, Charles Lesser- Shuffleboard
Motion by Tollie Holtzclaw and seconded by Joe Bongo to appoint above committees. Vote resulted in 7 yes – Motion Carried
- g. **Support structure for piping crossing canal:** Don Lessard reported we have 3 such structures. They support the piping which provides our water supply, or sewage and communications cables. Last year when we hired an engineer to give us recommendations about the canal erosion, he questioned the stability of the structures from his visual observation.. Ray Guay reported he checked the support structures and they are very sound. He did provide a concern about the bend in water pipe on north side of bridge .It is possible that we could have people in the park handle this but it appears also we should get an estimate for the water pipes. **Gordon Mills made a motion to have Steve at Fast Plbg. Give us and estimate as well as 2 other estimate. This was seconded by Gary Russell. Vote result 7 yes – motion carried.**
- h. **Reserve Study** –Last study was done in 2008, we need to update this study have received a quote of \$3,450.00 to update from Reserve Advisors, Inc. As we are underfunded at this time base on our 2008 study it is important we address this issue. **Motion made by Rosalie Bongo and seconded by Gordon Mills to conduct this study by Reserve Advisor, In.. cost was included in our operating budget**

8. **Correspondence** None at this time

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8. **Resident Questions/Input** –Various comments regarding safety around the Pond – Concern regarding children coming into park via fence at north end of the park

Meeting adjourned at 11:00 am

Respectfully submitted:

Rosalie Bongo, Secretary