

**Board of Directors Meeting**

**December 17, 2020**

**7:00 PM Unit 1305-F**

**(Minutes taken by Elaine Humphrey in Secretary's absence. Secretary re-typed Minutes in order to have electronic copy for files)**

**President Katherine Call called the meeting to order at 7:00 PM. All stood for the Pledge of Allegiance.**

**Roll Call: Present: Katherine Call, Jodi Thomas, Kathy Kennedy, Elaine Humphrey, Linda Heppler, Sharleen Marshall, Joann Cahoon. Excused: Jackie Higgins**

**Guests present: Clayton Humphrey (1285-H)**

**Secretary's Report: In absence of Secretary, President presented Minutes of November BOD meeting. Linda Heppler motioned to accept, Kathy Kennedy seconded, motion carried.**

**Treasurer's Report: Katherine Call, President and Acting Treasurer, distributed financial reports through November 30, 2020. Balance Sheet \$147,539.53. The reports included the Meadows South A/R Aging Summary through 11/30/20 and Profit and Loss Statement for November 2020. Our Profit and Loss Report reflects a net income loss of \$1,236.19. Kathy Kennedy made a motion to accept financial reports and Elaine Humphrey seconded the motion. Motion carried.**

**Various discussions regarding the positive results with letter writing pertaining to violations took place. Units sent to collections have been brought current. One unit that had received a faulty payment letter will be sent to collections if not current (1289-C).**

**Brief discussion regarding the profit and loss summary. Questions per why we were in the negative posted to Katherine who stated, we spent more than we took in and our income was low due to late payments.**

**Clayton Humphrey pointed out that our fees income was actually current which indicates expenses were higher than normal. He also suggested that a year to date versus budget income/loss statement be developed. Currently, there is no way to track line items against the budget. There is also no way to know which line items could be tracking high or low. No motion to do so presented.**

**President's Report: Katherine Call discussed the dumpsters possibly being used by outside persons and would like to get signs stating that "Dumpsters are for use by Meadows South**

Residents only." Would also like to get smaller signs for the recycling area. The large signs are \$14.00 and the smaller ones are \$5.00. Jodi Thomas motioned to accept and Linda Heppler seconded.

Katherine (regarding fines and Statute 720) – Clayton brought it to the Board's attention that according to Florida Statutes, no fines can be applied without a committee of non-board members. Katherine wanted to know where she would find people for that. Clayton volunteered and thought he might know of a few others. Katherine would like to pose a question to our attorney as to whether or not our by-laws supercede Statute 720. Everyone agreed that an email should be sent.

End of President's Report. Kathy Kennedy made a motion to accept and Sharleen Marshall seconded. Motion carried.

#### Old Business:

Katherine has been calling FPL about the street lights not working. Some have been fixed. Katherine will continue calling. Kathy Kennedy reported that a unit continues to have too many people living in it, but one resident is in the process of leaving. Kathy will check back prior to January meeting.

Annual meeting packets have been sent out. Linda Heppler pointed out that the financials had numbers cut off during the printing process. Katherine will have clean copies at the meeting.

Katherine presented a matrix that schedules directors throughout the year for compliance inspections. The inspections will need to be completed during the first week of each month and turned into Jodi to be added to the spreadsheet.

A cell phone needs to be purchased and an account needs to be established for members to contact the B.O.D. Joann Cahoon motioned to proceed with purchase. Sharleen Marshall seconded. Motion carried.

An owner requested to have the sprinkler water shut off until the last of January due to holiday decorations. Katherine expressed concern that other residents may object and she would need to have everyone in the building to sign off prior to turning off the water.

1285-G – Tenants have moved. Katherine drafted a letter to the property manager. Katherine requested that someone take a picture of the plumbing and email it to her. Elaine will take the photo.

Joann motioned to send the letter. Kathy Kennedy seconded. Motion carried.

Correspondence: None

**Adjournment: Motion to adjourn made by Katherine Call and seconded by Joann Cahoon.  
Motion carried. Meeting adjourned at 7:50 pm.**

**Elaine Humphrey**