

Fairway Estates Annual Homeowners Meeting Minutes

Date: 02-08-2021

Meeting held at the Dunedin Golf Club and called to order at 7:13 P.M.

Unanimous approval to permit recording of FECA Board Meeting, said recording to be retained until the corresponding written meeting minutes are approved.

Board Members in Attendance (X = in person -or- BPV = By Phone or Video Conf):

X	Matt Stevens, President	X	Todd Brooks, Vice President
X	Kelly Dixon, Treasurer		Ed Kelb, Secretary
X	Derrick Beland, Member At Large		Bill Greenwood, Member At Large
X	Marilyn Parnell, Member At Large, Membership	X	Mary Lyon, Member At Large

Non-Board Member Committee Chairs (X = in person -or- BPV = By Phone or Video Conf):

Kathy O'Leary, Newsletter	Diane Kerfeld, Beautification
Diane Garcia, Newsletter	

Unfilled Committee Chair Positions (could be a board member but not required to be)

OPEN, City Liaison

Members/Guests:

Fairway Estates Residents (estimated attendees TBD)

FECA President Matt Stevens

- Meeting called to order: 7:13pm
- Pledge of Allegiance
- Introduction of Guest Speaker: **Chuck Croasman** (Dunedin Golf Club General Manager)

Guest Speaker Presentation: Chuck Croasman:

- Discussion about **Dunedin Golf Club's** strategic plan to both maintain and improve the golf course, food & beverage services as well as **Golf Shop** operations. Emphasis on serving both members and the community at large. 40% of revenue comes from Club members and 60% comes from the outside public.

- There is an effort underway to establish a “**Monthly Complimentary Dinner**” drawing. This drawing is limited to residents of Fairway Estates and includes dinner for two adults (and up to two children). Note: No purchase required to enter the drawing, winner has 30 days to use winnings. This is an initiative to encourage Fairway Estates residents to experience the **Dunedin Golf Club** and all the services it can provide.
- Food and beverages will be competitively priced for our area. Despite pandemic challenges, the Club has remained open and operational. 50% of dining staff was furloughed at one point; however, staffing has been returning to normal levels as Club dining is gradually returning to pre-pandemic levels.
- Chuck was pleased to announce that membership continues to grow, and the Club saw 52 new members join between Aug 1, 2020 and Jan 31, 2021. Club membership is currently at an eight-year high. Last year the Club set a record with 43,000 rounds of golf.

Officers Reports

Treasurer’s Report – Kelly Dixon

- Refer to full reports online.
- As a result of the pandemic, FECA was not able to move forward with social events that are typically held throughout the year (Spring Fling, Fall Festival, Holiday Party). 2020 funds that were budgeted for these events has been rolled over into Retained Earnings for future use.
- The FECA Board opted to produce a supplemental “Summer 2020” Covid Edition of the newsletter to keep residents informed of happenings within our small community and well as resident feedback on “positive” examples of how they utilized their time during this unusual period.
- The FECA Board is pleased to report that 387 homeowners joined during calendar year 2020. This represents 74.9% participation! 2019 participation was 367 Fairway Estates homeowners; therefore, we experienced a 5% increase in membership despite the pandemic.

- **Proposed 2021 FECA Annual Budget** comments:
 - **Annual Dues Estimates for 2021: 357 households x \$45 = \$16,065**
 - As of the Feb 8th Annual Meeting, 347 homeowners have sent in their 2021 payment.
 - The **sign at Lake Sandra is showing some deterioration**. \$600 has been allocated for a replacement sign; however, FECA Board discussions are ongoing and a determination for sign replacement has not yet been decided.
 - Motion made to accept the **Proposed 2021 FECA Annual Budget** “as written” by FE Resident Tammi Janiga, 2nd by FE Resident Susan Foote. Motion carried.
 - Refer to **Exhibit A** for the approved **2021 FECA Annual Budget**

President’s Report – Matt Stevens

- There are five FECA Board members up for **reelection** in 2021 (3-year term):
 - Matt Stevens (current FECA President)
 - Todd Brooks (current FECA Vice President)
 - Ed Kelb (current FECA Secretary)
 - Mary Lyon (Member at Large)
 - Bill Greenwood (Member at Large)
- Motion made to **accept the above slated nominees for a three-year term as FECA Board members** by FE Resident Betsy Morgan, 2nd by FE Resident Tom. Motion carried.

Secretary’s Report - Matt Stevens on behalf of Ed Kelb

- Motion made to **waive reading of Feb 2020 FECA Annual Homeowners Meeting minutes** by FE Resident, 2nd by FE Resident. Motion carried.

Residents Comments:

- Question regarding scheduled paving or improvement of Fairway Estates streets?
- Question regarding any scheduled improvements to sewage and storm drains?
- Question regarding excessive parking congestion, speeding, resident safety when walking in streets?

- President Matt Stevens will attempt to engage the City of Dunedin for some responses.

Adjournment:

Motion by Fairway Estates resident to adjourn the **2021 Annual Homeowners Meeting** at 7:56 p.m. 2nd by Fairway Estates resident. Motion carried.

Supplemental Meeting: 2021 FECA Board Officer Nominations.

Attendees:

Matt Stevens, President

Kelly Dixon, Treasurer

Derrick Beland, Member At Large

Todd Brooks, Vice President

Mary Lyon, Member At Large

Marilyn Parnell, Member At Large, Membership

Motion made by Mary Lyons for the existing four FECA Board Officers to retain their current positions (as noted below) for the next twelve months, 2nd by Derrick Beland. Motion carried.

- ✓ Matt Stevens, President
- ✓ Todd Brooks, Vice President
- ✓ Kelly Dixon, Treasurer
- ✓ Ed Kelb, Secretary

EXHIBIT A (page 1 of 2)

Approved 2021 FECA Budget

3:12 PM

01/13/21

Cash Basis

Fairway Estates Community Association

Profit & Loss Budget vs. Actual

January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Annual Dues	0.00	16,065.00	-16,065.00
Total Income	0.00	16,065.00	-16,065.00
Gross Profit	0.00	16,065.00	-16,065.00
Expense			
Annual Dues Notices			
Envelopes	0.00	90.00	-90.00
Labels	0.00	15.00	-15.00
Postage	0.00	310.00	-310.00
Printing/Paper	0.00	145.00	-145.00
Total Annual Dues Notices	0.00	560.00	-560.00
Bank Fees			
Account Analysis Fee	0.00	6.00	-6.00
Total Bank Fees	0.00	6.00	-6.00
Beautification	0.00	450.00	-450.00
Computer, Internet, Website			
Malware	0.00	69.00	-69.00
Website Domain Renewal	0.00	15.00	-15.00
Website Hosting	0.00	145.00	-145.00
Total Computer, Internet, Website	0.00	229.00	-229.00
CPA	0.00	200.00	-200.00
Florida Department of State	0.00	65.00	-65.00
Insurance Expense			
Bond - Fidelity	0.00	140.00	-140.00
Bond - Forgery	0.00	40.00	-40.00
Directors & Officers Insurance	0.00	2,400.00	-2,400.00
Homeowners &/or Mobile HOA	0.00	1,025.00	-1,025.00
Lakes or Reservoirs	0.00	888.00	-888.00
Paid in Full Discount	0.00	-198.00	198.00
Parks or Playgrounds	0.00	211.00	-211.00
Special Events	0.00	450.00	-450.00
Terrorism	0.00	24.00	-24.00
Total Insurance Expense	0.00	4,782.00	-4,782.00
Lawn & Lake Care			
Lake Care	0.00	1,320.00	-1,320.00
Monthly Lawn Service	0.00	3,420.00	-3,420.00
Total Lawn & Lake Care	0.00	4,740.00	-4,740.00
Maintenance/Repairs			
Contingency/Reserve future exp	0.00	1,000.00	-1,000.00
Dog Waste Bags	0.00	100.00	-100.00
Signs/Benches/Picnic Table	0.00	600.00	-600.00
Total Maintenance/Repairs	0.00	1,700.00	-1,700.00
New Resident Welcome Packets	0.00	75.00	-75.00
Newsletters			
Labels & Toner	0.00	15.00	-15.00
Postage	0.00	350.00	-350.00
Printing	0.00	450.00	-450.00
Total Newsletters	0.00	815.00	-815.00
PO Box Rental	0.00	125.00	-125.00

EXHIBIT A (page 2 of 2)

Approved 2021 FECA Budget

3:12 PM
01/13/21
Cash Basis

Fairway Estates Community Association
Profit & Loss Budget vs. Actual
January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget
Special Events			
Annual Meeting			
Beverage	0.00	150.00	-150.00
Food	0.00	150.00	-150.00
Signage	0.00	50.00	-50.00
Staffing Fee	0.00	100.00	-100.00
Total Annual Meeting	0.00	450.00	-450.00
Christmas Holiday Party			
Bakeoff	0.00	50.00	-50.00
Entertainment/Kids Activities	0.00	100.00	-100.00
Food	0.00	150.00	-150.00
Steel Drum Band	0.00	0.00	0.00
Total Christmas Holiday Party	0.00	300.00	-300.00
Fall Festival			
Chili Cookoff	0.00	50.00	-50.00
Entertainment/Kids Activities	0.00	100.00	-100.00
Food	0.00	150.00	-150.00
Total Fall Festival	0.00	300.00	-300.00
Garage Sale			
Ad	0.00	60.00	-60.00
Signs	0.00	100.00	-100.00
Total Garage Sale	0.00	160.00	-160.00
Spring Fling			
Cookoff	0.00	50.00	-50.00
Entertainment/Kids Activities	0.00	100.00	-100.00
Food	0.00	150.00	-150.00
Total Spring Fling	0.00	300.00	-300.00
Total Special Events	0.00	1,510.00	-1,510.00
Utilities			
Electric - 0501749435	0.00	228.00	-228.00
Electric - 33175 58387	0.00	408.00	-408.00
Electric - 3317702394	0.00	192.00	-192.00
Water	0.00	120.00	-120.00
Total Utilities	0.00	948.00	-948.00
Total Expense	0.00	16,205.00	-16,205.00
Net Ordinary Income	0.00	-140.00	140.00
Other Income/Expense			
Other Income			
CD Interest	0.00	140.00	-140.00
Savings Interest	0.00	0.96	-0.96
Total Other Income	0.00	140.96	-140.96
Net Other Income	0.00	140.96	-140.96
Net Income	0.00	0.96	-0.96