

## **Fairway Estates Board Meeting Minutes – Date: 10-12-2022**

Meeting held at the *Dunedin Golf Club* and called to order at 6:31 P.M.

Unanimous approval to permit recording of the 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		Todd Brooks, Vice President
X	Kelly Dixon, Treasurer	X	Ed Kelb, Secretary
X	Bill Greenwood, Member At Large	X	Mary Lyon, Member At Large
X	Kathy O’Leary, Member At Large, Newsletter		Derrick Beland, Member At Large

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

X	Diane Garcia, Newsletter	X	Diane Kerfeld, Beautification
X	Betsy Morgan, City Liaison	X	Deb Timko, New Residents

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

No vacancies at this time.

### **Members/Guests:**

Dave Lindsey

Don Lemmon

## **Residents' comments (pre-meeting):**

- We have a resident who is getting frustrated by someone who is leaving bags of dog poop in their yard and bushes. Resident is requesting a comment be made in the FE newsletter.

## **Officers Reports:**

### **Secretary's Report – Ed Kelb**

- Motion made by Kelly Dixon to waive reading of the **Sep 2022 FECA Board Meeting** minutes. 2<sup>nd</sup> by Mary Lyon. Motion carried.
- Motion made by Kelly Dixon to accept the **Sep 2022 FECA Board Meeting** minutes “as written”. 2<sup>nd</sup> by Matt Stevens. Motion carried.

### **Treasurer's Report – Kelly Dixon**

- Refer to full reports online.
- **\$135 was deposited in September for annual dues. This places FECA at 382 paid homeowners (74.3%).** FECA had 384 paid last year and built the 2022 budget on 379 homeowners paying dues. We are now over the budgeted target by \$135.
- As previously agreed, only dues payments received by the end of September will be deposited and credited for 2022. Anything received after October 1, 2022, will be returned to the owner to resubmit in 2023. **Many thanks to Deb Timko and the *New Residents Committee* who are responsible for two of the three payments recently received.**
- **A \$50 anonymous donation from a long-time resident was received to apply towards our events.** Treasurer Kelly Dixon sent them a private thank you.
- Our two bonds were renewed and the **price for those stayed the same again.**
- Routine Watering, Electric, Lawn & Lake maintenance were paid
- Motion made by President Matt Stevens to **transfer the \$135 surplus over to FECA Events.** Funding from 2022 Events was previously reduced to cover unanticipated 2022 expense increases. 2<sup>nd</sup> by Ed Kelb. Motion carried.
- Motion made by Kathy O'Leary to accept the **Oct 2022 FECA Treasurer Report** “as written”. 2<sup>nd</sup> by Matt Stevens. Motion carried.

### Vice President's Report – Todd Brooks

- Nothing to report at this time. Vice President Todd Brooks notified President Matt Stevens that he will be unable to attend September and October Board meetings due to commitments with the football team at ***East Lake High School***.

### President's Report – Matt Stevens

- **Magnolia Tree at Lake Sandra Park with broken branches.**
  - Damaged branches have been removed from the tree and cleaned up from the park. FECA may need to consider future measures (fencing, etc.) to protect the tree.
- **Commentary from Weybridge Woods Board member**
  - Unsolicited comments of appreciation regarding the work FECA accomplishes with such a small annual dues payment (\$45) and well as positive commentary about FECA events held at the park.

### Board Committee Reports:

#### Nominating Committee – Bill Greenwood

- Recognition to **FECA Board applicant Don Lemmon who, to date, remains the only FECA resident expressing an interest in applying for a position on the FECA Board effective calendar year 2023.** Bill expressed some concern with the lack of residents who are willing to volunteer for the improvement and betterment of FE.

#### Newsletter – Kathy O'Leary

- The next FECA Newsletter will be published in January and the ***Newsletter Committee*** is still looking for recommendations for the ***Newsletter Neighbor Spotlight***.
- In the Fall 2022 Newsletter, **Matt Stevens provided some background on the various FECA Committees, the respective committee leads, and methods to contact them** if interested in participating.

- The Newsletter Team **asked if FECA Committee Chairs wanted to provide a short description of what their committee does. This could be added to the FECA website for reference when needed by the Newsletter Team or other FECA communications.** Chairs who were interested in doing this asked if President Matt Stevens would send them documentation of their respective committee functions. Matt agreed to resend the committee guidelines to the respective chairs.

## **Non-Board Member Committee Reports:**

### **Beautification – Diane Kerfeld**

- ***Fall Yard of the Season Winner - Pam Avis*** **2151 Mangrum Dr**
- ***Honorable Mention - Val and Mike Hughes*** **2295 Ben Hogan Dr**
- ***Honorable Mention – Donna Shelley, Mitchell Dunasky*** **2214 Davies Ave**
- After the beginning of the year, the ***Beautification Committee*** would like to discuss reducing **Yard-of-the-Season to three times per year** (currently four). Potentially eliminate **Summer Yard-of-the Season** which typically receives the least number of nominations. And **remove the requirement for two honorable mentions during each review.** President Matt Stevens who oversees FECA committees will work with Diane to review and finalize changes to the program.

### **City Liaison – Betsy Morgan**

- To be included with next month’s meeting.

### **New Residents - Deb Timko**

- The ***New Residents Committee*** finalized their welcome letter for new residents and letters have been mailed welcoming all new neighbors to FE. This provides residents an opportunity to submit information about themselves that is used by FECA to determine privacy preferences and keep them informed of FE events, activities, and happenings.
- New Residents welcomed:
  - **Robert and Claudette Laker**
  - **Court and Katie Whelan**
- Request from ***Newsletter Committee*** to keep in mind any new residents who might make an excellent candidate for the ***Spotlight*** section.

## Lake Saundra – Dave Linsey

- **Dave Linsey and Elizabeth Moulin (lake front property resident coordinator) completed a second set of water sampling and delivered them for processing.** Testing will include phosphorus, nitrogen, chlorophyll in algae, salinity, and water pH.
- **Lakefront residents spent \$1500 for water plantings that should benefit wildlife; however, none of the aquatic plants survived.** There is a warranty and Elizabeth Moulin is following up with the company who planted them. Note: this effort was independent of FECA and is only included as information related to Lake Saundra.

## Events:

- **Fall Festival – Sunday, October 30<sup>th</sup>, 2-5pm**
  - The FECA Treasurer took a few minutes to discuss funding available for events. With the \$135 reallocated above, FECA has approximately \$1200 in funding available for both the upcoming Fall Festival and Holiday Party events.
  - A Photo Booth will be provided at the Fall Festival
  - There will be a costume contest as well as a Chili Cookoff
- **Holiday Party – Sunday, December 4<sup>th</sup>, 2-5pm**

## Old Business:

- **Feb 2023 Homeowners Annual Meeting**
  - **Motion from Mary Lyon to consider Monday, February 6<sup>th</sup>, 2023, as the date for the Annual Meeting.** 2<sup>nd</sup> from Matt Stevens
    - Note: Clubhouse bar is not open on Mondays.
    - Motion carried.
  - Proposed guest speakers:
    - Tampa International Airport
    - FDOT
    - Recycling / Trash
    - Hurricane Planning and Prep
    - Jennifer Bramley – City Manager
    - Vince Gizzi – Dunedin Parks and Recreation

## New Business:

- **First Draft 2023 Annual Budget**
  - **Budget with Proposed \$5 Annual increase (\$50 Annually) - See Exhibit A**
  - **Budget with Proposed \$10 Annual Increase (\$55 Annually) - See Exhibit B**
  - **Matt Stevens introduced the concept of possible membership sponsorship for FE residents who might be financially challenged to continue paying annual FECA dues.** Fixed retirement income, sudden financial setback, etc. This would strictly be on a volunteer basis and residents could select who they choose to sponsor.
  - Budget discussion to continue at the November 2022 FECA Board Meeting
- **The power outlets at both Palm Blvd outlets are experiencing intermittent issues whereby the outlets trip on a daily basis.** This event seems to impact both the Burke Ave and Ben Hogan sides of Palm Blvd (but not always both on the same day). Resolution may require working with a qualified electrician to diagnose.

## Resident's comments (post meeting):

- Nothing at this time.

## Adjournment:

- Meeting adjourned at 8:06 p.m.

## Exhibit A

### First Draft 2023 FECA Annual Budget – Proposed \$50 Annual Dues

1:51 PM  
10/11/22  
Cash Basis

#### Fairway Estates Community Association Profit & Loss Budget Overview January through December 2023

	Jan - Dec 23
Ordinary Income/Expense	
Income	
Annual Dues	18,750.00
Total Income	18,750.00
Gross Profit	18,750.00
Expense	
Annual Dues Notices	
Envelopes	100.00
Postage	350.00
Printing/Paper	250.00
Total Annual Dues Notices	700.00
Bank Fees	
Account Analysis Fee	0.00
Bank Fees - Other	20.00
Total Bank Fees	20.00
Beautification	500.00
Computer, Internet, Website	
Malware	100.00
Website Domain Renewal	20.00
Website Hosting	225.00
Total Computer, Internet, Website	345.00
CPA	200.00
Dunedin Council of Organization	138.00
Florida Department of State	75.00
Insurance Expense	
Bond - Fidelity	150.00
Bond - Forgery	50.00
Directors & Officers Insurance	3,200.00
Homeowners &/or Mobile HOA	2,000.00
Lakes or Reservoirs	750.00
Paid In Full Discount	-200.00
Parks or Playgrounds	275.00
Special Events	450.00
Terrorism	50.00
Total Insurance Expense	6,725.00
Lawn & Lake Care	
Lake Care	1,440.00
Monthly Lawn Service	3,420.00
Total Lawn & Lake Care	4,860.00
Maintenance/Repairs	
Contingency/Reserve future exp	1,000.00
Signs/Benches/Picnic Table	0.00
Tree Trimming	0.00
Maintenance/Repairs - Other	0.00
Total Maintenance/Repairs	1,000.00
Miscellaneous	0.00
New Resident Welcome Packets	100.00
Newsletters	
Postage	250.00
Printing	330.00
Tabs for Newsletters	25.00
Total Newsletters	605.00

Exhibit A (Continued)

First Draft 2023 FECA Annual Budget – Proposed \$50 Annual Dues

1:51 PM  
10/11/22  
Cash Basis

Fairway Estates Community Association  
Profit & Loss Budget Overview  
January through December 2023

	Jan - Dec 23
PO Box Rental	200.00
Special Events	
Annual Meeting	300.00
Christmas Holiday Party	450.00
Fall Festival	450.00
Garage Sale	110.00
Spring Fling	450.00
Total Special Events	1,760.00
Utilities	
Duke - 1251 Palm 910087941037	462.00
Duke - Brady 910087940804	432.00
Duke - Palm Entry 910087967532	432.00
Water	168.00
Total Utilities	1,494.00
Total Expense	18,722.00
Net Ordinary Income	26.00
Other Income/Expense	
Other Income	
CD Interest	0.00
Savings Interest	0.00
Total Other Income	0.00
Net Other Income	0.00
Net Income	26.00



**Exhibit B**

**First Draft 2023 FECA Annual Budget – Proposed \$55 Annual Dues**

1:23 PM  
10/11/22  
Cash Basis

**Fairway Estates Community Association  
Profit & Loss Budget Overview  
January through December 2023**

	<u>Jan - Dec 23</u>
Ordinary Income/Expense	
Income	
Annual Dues	20,350.00
Total Income	<u>20,350.00</u>
Gross Profit	20,350.00
Expense	
Annual Dues Notices	
Envelopes	100.00
Postage	350.00
Printing/Paper	250.00
Total Annual Dues Notices	<u>700.00</u>
Bank Fees	
Account Analysis Fee	0.00
Bank Fees - Other	200.00
Total Bank Fees	<u>200.00</u>
Beautification	750.00
Computer, Internet, Website	
Malware	100.00
Website Domain Renewal	20.00
Website Hosting	225.00
Total Computer, Internet, Website	<u>345.00</u>
CPA	200.00
Dunedin Council of Organization	138.00
Florida Department of State	75.00
Insurance Expense	
Bond - Fidelity	150.00
Bond - Forgery	50.00
Directors & Officers Insurance	3,200.00
Homeowners &/or Mobile HOA	2,000.00
Lakes or Reservoirs	750.00
Paid In Full Discount	-200.00
Parks or Playgrounds	275.00
Special Events	450.00
Terrorism	50.00
Total Insurance Expense	<u>6,725.00</u>
Lawn & Lake Care	
Lake Care	1,440.00
Monthly Lawn Service	3,420.00
Total Lawn & Lake Care	<u>4,860.00</u>
Maintenance/Repairs	
Contingency/Reserve future exp	1,500.00
Signs/Benches/Picnic Table	0.00
Tree Trimming	0.00
Maintenance/Repairs - Other	0.00
Total Maintenance/Repairs	<u>1,500.00</u>
Miscellaneous	0.00
New Resident Welcome Packets	100.00
Newsletters	
Postage	250.00
Printing	330.00
Tabs for Newsletters	25.00
Total Newsletters	<u>605.00</u>

Exhibit B (Continued)

First Draft 2023 FECA Annual Budget – Proposed \$55 Annual Dues

1:23 PM  
10/11/22  
Cash Basis

Fairway Estates Community Association  
Profit & Loss Budget Overview  
January through December 2023

	<u>Jan - Dec 23</u>
PO Box Rental	200.00
Special Events	
Annual Meeting	300.00
Christmas Holiday Party	600.00
Fall Festival	600.00
Garage Sale	110.00
Spring Fling	600.00
Total Special Events	<u>2,210.00</u>
Utilities	
Duke - 1251 Palm 910087941037	480.00
Duke - Brady 910087940804	480.00
Duke - Palm Entry 910087967532	480.00
Water	180.00
Total Utilities	<u>1,620.00</u>
Total Expense	<u>20,228.00</u>
Net Ordinary Income	122.00
Other Income/Expense	
Other Income	
CD Interest	0.00
Savings Interest	0.00
Total Other Income	<u>0.00</u>
Net Other Income	<u>0.00</u>
Net Income	<u><u>122.00</u></u>