

## Fairway Estates Community Association

### Treasurers Report

December 11, 2017 – Covering month of November 2017 & Also YE Surplus and Needs

- \$0 in dues payments collected in November. We are over our anticipated Dues collection by \$1120. Total for 2017 = 352 houses for 68% participation.
- Our expenses for November included the routine and normal utilities and lake and lawn maintenance
- Additionally
  - The bank error from the previous month for newsletter printing was reversed as expected
- Our November ending checking balance was \$9,053.08
- A Savings Account was opened and \$500 transferred over to it. Money will be swept back and forth between this account and the Checking account as needed to allow small accumulation of additional interest as required per our Bylaws.
- Our CD balance with accrued interest is unchanged at \$5,963.41

Budget Surplus and Year End needs:

- We have a roughly \$2100 “net income/surplus” after considering December expenses already incurred or already known.
- **Annual Dues & Meeting Notice Including Proposed Bylaws**
  - \$410 has been in the original budget (and above surplus) for the annual dues & meeting notice.
  - Due to the large quantity that will need to be printed, I do not feel comfortable attempting to print this on my printer as I have in years past. I also do not have the ability to staple, something I feel is important with the number of pages we are sending. I would like it to be something they keep together and bring to the annual meeting if they choose to attend.
  - I have obtained quotes from 2 commercial printers – Sir Speedy that prints our Directory and Area printing that prints our Newsletters. Area Printing was less expensive
  - Printing - \$300-\$330 – this includes up to 6 pages printed double sided & stapled, B&W for 514 homeowners. This allows 6 sides for the actual Bylaws and 6 more sides for the usual annual meeting notice and directory information which is normally 4 sides and up to two more sides for instruction regarding the annual meeting and voting on Bylaws, presenting the Slate of Nominees for Board Positions Etc. We must have final verbiage set and ready to submit for printing before Christmas to have it for the week between Christmas and NYE so they can be mailed out.
  - Envelopes – \$100 - mail out (9x12 Kraft Self Seal) and return for dues payments
  - Postage – If we keep total weight under 2 ounces - \$1.19 each \* 500 = \$595
  - Labels – \$15 - 3 per mailer - to recipient and return address on outgoing and to FECA on envelope for dues payment, window envelopes not readily available for this size mailing.
  - Total for this mailing estimated at \$1040 (Standard budget allowance was \$410).

- **Beautification** would like to request reimbursement for seasonal plantings and mulch - \$125, they would also like to get a new Yard of the Season Sign – single side, single color est \$30. I would also like to see more mulch added around the sign at the lake – est \$10
- **Signage** – Cost of 3 new “Annual Dues” signs and 1 new Annual Meeting sign estimated at \$120 if we do single sided. If we opt to move to double sided it adds 10 per sign for a total of roughly \$165. I recommend double sided.

Total Surplus requested from the \$2100:

\$1040 – Mailing

\$165 – Beautification

\$165 – Signage – general

\$1370

Kelly Dixon

Treasurer

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12/07/17

Cash Basis

**Fairway Estates Community Association**  
**Profit & Loss Detail**  
 November 2017

Type	Date	Name	Memo	Clr	Split	Debit	Credit	Original Amount	Balance
<b>Ordinary Income/Expense</b>									
<b>Expense</b>									
<b>Lawn &amp; Lake Care</b>									
<b>Lake Care</b>									
Check	11/17/2017	Aquatics Systems Inc			SunTrust C...	95.00		95.00	95.00
Total Lake Care						95.00	0.00		95.00
<b>Monthly Lawn Service</b>									
Check	11/22/2017	VH Lawn Care			SunTrust C...	250.00		250.00	250.00
Total Monthly Lawn Service						250.00	0.00		250.00
Total Lawn & Lake Care						345.00	0.00		345.00
<b>Newsletters</b>									
<b>Printing</b>									
Deposit	11/20/2017		Error Correction		SunTrust C...		159.43	-159.43	-159.43
Total Printing						0.00	159.43		-159.43
Total Newsletters						0.00	159.43		-159.43
<b>Utilities</b>									
<b>Electric - 0501749435</b>									
Check	11/07/2017	Duke Energy			SunTrust C...	15.30		15.30	15.30
Total Electric - 0501749435						15.30	0.00		15.30
<b>Electric - 33175 58387</b>									
Check	11/21/2017	Duke Energy			SunTrust C...	31.00		31.00	31.00
Total Electric - 33175 58387						31.00	0.00		31.00
<b>Electric - 3317702394</b>									
Check	11/07/2017	Duke Energy			SunTrust C...	12.21		12.21	12.21
Total Electric - 3317702394						12.21	0.00		12.21
<b>Water</b>									
Check	11/06/2017	City of Dunedin	31643-2710		SunTrust C...	8.00		8.00	8.00
Total Water						8.00	0.00		8.00
Total Utilities						66.51	0.00		66.51
Total Expense						411.51	159.43		252.08
Net Ordinary Income						411.51	159.43		-252.08

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12/07/17

Cash Basis

Fairway Estates Community Association  
Profit & Loss Detail  
November 2017

Type	Date	Name	Memo	Clr	Split	Debit	Credit	Original Amount	Balance
<b>Other Income/Expense</b>									
<b>Other Income</b>									
<b>Savings Interest</b>									
Deposit	11/30/2017		Interest		Suntrust S...		0.38	0.38	0.38
Total Savings Interest						0.00	0.38		0.38
Total Other Income						0.00	0.38		0.38
Net Other Income						0.00	0.38		0.38
<b>Net Income</b>						<b>411.51</b>	<b>159.81</b>		<b>-251.70</b>

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Cash Basis

## Fairway Estates Community Association

### Balance Sheet

As of December 7, 2017

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	<u>Dec 7, 17</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Suntrust CD	5,963.41
SunTrust Checking	9,053.08
Suntrust Savings	500.38
	<hr/>
Total Checking/Savings	15,516.87
	<hr/>
Total Current Assets	15,516.87
	<hr/>
<b>TOTAL ASSETS</b>	<b>15,516.87</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	12,333.43
Retained Earnings	93.48
Net Income	3,089.96
	<hr/>
Total Equity	15,516.87
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>15,516.87</b>
	<hr/> <hr/>

**Fairway Estates Community Association**  
**Profit & Loss Budget vs. Actual**  
 January through December 2017

This is thru Nov  
 Expenses

	Jan - Dec 17	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Annual Dues	14,120.00	13,000.00	1,120.00
Deed Rest Revital Income	0.00	0.00	0.00
From Retained Earnings	0.00	350.00	-350.00
<b>Total Income</b>	<u>14,120.00</u>	<u>13,350.00</u>	<u>770.00</u>
<b>Gross Profit</b>	14,120.00	13,350.00	770.00
<b>Expense</b>			
<b>Annual Dues Notices</b>			
Envelopes	0.00	75.00	-75.00
Labels	0.00	30.00	-30.00
Postage	0.00	250.00	-250.00
Printing	0.00	55.00	-55.00
<b>Total Annual Dues Notices</b>	<u>0.00</u>	<u>410.00</u>	<u>-410.00</u>
<b>Bank Fees</b>			
Account Analysis Fee	12.00	12.00	0.00
<b>Total Bank Fees</b>	<u>12.00</u>	<u>12.00</u>	<u>0.00</u>
<b>Beautification</b>			
Seasonal Plantings at Entrances	0.00	0.00	0.00
Beautification - Other	314.27	300.00	14.27
<b>Total Beautification</b>	<u>314.27</u>	<u>300.00</u>	<u>14.27</u>
<b>Computer, Internet, Website</b>			
Malware	49.92	50.00	-0.08
Website Domain Renewal	12.00	12.00	0.00
Website Hosting	143.40	120.00	23.40
<b>Total Computer, Internet, Website</b>	<u>205.32</u>	<u>182.00</u>	<u>23.32</u>
<b>Deed Restrictions Revitalizatio</b>			
Envelopes	70.18	80.00	-9.82
Legal Fees	329.00	300.00	29.00
Postage	249.60	260.00	-10.40
Resident Meetings for DRR	0.00	0.00	0.00
<b>Total Deed Restrictions Revitalizatio</b>	<u>648.78</u>	<u>640.00</u>	<u>8.78</u>
<b>Dunedin Council of Organization</b>	0.00	20.00	-20.00
<b>Florida Department of State</b>	61.25	62.00	-0.75
<b>Insurance Expense</b>			
Bond - Fidelity	138.00	140.00	-2.00
Bond - Forgery	36.00	40.00	-4.00
Directors & Officers Insurance	2,244.00	2,250.00	-6.00
Homeowners &/or Mobile HOA	700.00	700.00	0.00
Paid in Full Discount	-71.00		
Special Events	450.00	450.00	0.00
Terrorism	12.00	12.00	0.00
<b>Total Insurance Expense</b>	<u>3,509.00</u>	<u>3,592.00</u>	<u>-83.00</u>
<b>Lawn &amp; Lake Care</b>			
Lake Care	1,045.00	1,140.00	-95.00
Monthly Lawn Service	2,750.00	3,000.00	-250.00
<b>Total Lawn &amp; Lake Care</b>	<u>3,795.00</u>	<u>4,140.00</u>	<u>-345.00</u>
<b>Miscellaneous</b>	0.00	100.00	-100.00
<b>New Resident Welcome Packets</b>	0.00	100.00	-100.00

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Cash Basis

**Fairway Estates Community Association**  
**Profit & Loss Budget vs. Actual**  
 January through December 2017

	Jan - Dec 17	Budget	\$ Over Budget
<b>Newsletters</b>			
Labels & Toner	0.00	50.00	-50.00
Postage	288.00	390.00	-102.00
Printing	361.72	295.00	66.72
Tabs for Newsletters	9.62	35.00	-25.38
<b>Total Newsletters</b>	659.34	770.00	-110.66
<b>PO Box Rental</b>	76.00	70.00	6.00
<b>Professional Fees/CPA</b>	175.00	160.00	15.00
<b>Repairs and Maintenance</b>	150.00	150.00	0.00
<b>Special Events</b>			
<b>Annual Meeting</b>			
Beverage	88.90	90.00	-1.10
Discount	0.00	0.00	0.00
Facility Rental	0.00	55.00	-55.00
Food	88.90	90.00	-1.10
Signage	16.05		
<b>Total Annual Meeting</b>	193.85	235.00	-41.15
<b>Christmas Holiday Party</b>			
Decorations	0.00	20.00	-20.00
Face Painting	0.00	150.00	-150.00
Food	0.00	200.00	-200.00
Steel Drum Band	0.00	100.00	-100.00
Christmas Holiday Party - Other	0.00	0.00	0.00
<b>Total Christmas Holiday Party</b>	0.00	470.00	-470.00
<b>Fall Festival</b>			
Food/Beverage	158.32	150.00	8.32
Photo Booth	294.25		
Popcorn Machine	84.53		
Prizes/Decorations/Entertainmen	44.58	250.00	-205.42
Signs	21.40		
Sponsorship	-200.00		
<b>Total Fall Festival</b>	403.08	400.00	3.08
<b>Garage Sale</b>			
Ad	56.00	60.00	-4.00
Signs	10.70	12.00	-1.30
Garage Sale - Other	0.00	0.00	0.00
<b>Total Garage Sale</b>	66.70	72.00	-5.30
<b>Spring Fling</b>			
Entertainment	205.00		
Food	163.67		
Signs	21.40		
Sponsorships	-350.00		
Spring Fling - Other	0.00	200.00	-200.00
<b>Total Spring Fling</b>	40.07	200.00	-159.93
<b>Total Special Events</b>	703.70	1,377.00	-673.30
<b>Taxes &amp; Fees</b>	0.00	350.00	-350.00

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Cash Basis

**Fairway Estates Community Association**  
**Profit & Loss Budget vs. Actual**  
January through December 2017

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	<u>Jan - Dec 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Utilities</b>			
Electric - 0501749435	159.00	192.00	-33.00
Electric - 33175 58387	340.74	396.00	-55.26
Electric - 3317702394	136.00	156.00	-20.00
Water	89.50	108.00	-18.50
<b>Total Utilities</b>	<u>725.24</u>	<u>852.00</u>	<u>-126.76</u>
<b>Total Expense</b>	<u>11,034.90</u>	<u>13,287.00</u>	<u>-2,252.10</u>
<b>Net Ordinary Income</b>	3,085.10	63.00	3,022.10
<b>Other Income/Expense</b>			
<b>Other Income</b>			
CD Interest	4.48	6.00	-1.52
Savings Interest	0.38		
<b>Total Other Income</b>	<u>4.86</u>	<u>6.00</u>	<u>-1.14</u>
<b>Net Other Income</b>	<u>4.86</u>	<u>6.00</u>	<u>-1.14</u>
<b>Net Income</b>	<u><u>3,089.96</u></u>	<u><u>69.00</u></u>	<u><u>3,020.96</u></u>



**Fairway Estates Community Association**  
**Profit & Loss Budget vs. Actual**  
 January through December 2017

This includes all  
 known expenses in  
 December

	Jan - Dec 17	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Annual Dues	14,120.00	13,000.00	1,120.00
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<b>Gross Profit</b>	14,120.00	13,350.00	770.00
<b>Expense</b>			
<b>Annual Dues Notices</b>			
Envelopes	0.00	75.00	-75.00
Labels	0.00	30.00	-30.00
Postage	0.00	250.00	-250.00
Printing	0.00	55.00	-55.00
<b>Total Annual Dues Notices</b>	<u>0.00</u>	<u>410.00</u>	<u>-410.00</u>
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Account Analysis Fee	12.00	12.00	0.00
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<b>Beautification</b>			
Seasonal Plantings at Entrances	0.00	0.00	0.00
Beautification - Other	314.27	300.00	14.27
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<b>Computer, Internet, Website</b>			
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<b>Total Deed Restrictions Revitalizatio</b>	<u>648.78</u>	<u>640.00</u>	<u>8.78</u>
<b>Dunedin Council of Organization</b>	0.00	20.00	-20.00
<b>Florida Department of State</b>	61.25	62.00	-0.75
<b>Insurance Expense</b>			
Bond - Fidelity	138.00	140.00	-2.00
Bond - Forgery	36.00	40.00	-4.00
Directors & Officers Insurance	2,244.00	2,250.00	-6.00
Homeowners &/or Mobile HOA	700.00	700.00	0.00
Paid in Full Discount	-71.00		
Special Events	450.00	450.00	0.00
Terrorism	12.00	12.00	0.00
<b>Total Insurance Expense</b>	<u>3,509.00</u>	<u>3,592.00</u>	<u>-83.00</u>
<b>Lawn &amp; Lake Care</b>			
Lake Care	1,140.00	1,140.00	0.00
Monthly Lawn Service	3,000.00	3,000.00	0.00
<b>Total Lawn &amp; Lake Care</b>	<u>4,140.00</u>	<u>4,140.00</u>	<u>0.00</u>
<b>Miscellaneous</b>	0.00	100.00	-100.00
<b>New Resident Welcome Packets</b>	0.00	100.00	-100.00

**Fairway Estates Community Association**  
**Profit & Loss Budget vs. Actual**  
 January through December 2017

	Jan - Dec 17	Budget	\$ Over Budget
<b>Newsletters</b>			
Labels & Toner	0.00	50.00	-50.00
Postage	288.00	390.00	-102.00
Printing	361.72	295.00	66.72
<b>    </b> Tabs for Newsletters	9.62	35.00	-25.38
<b>Total Newsletters</b>	659.34	770.00	-110.66
<b>PO Box Rental</b>	76.00	70.00	6.00
<b>Professional Fees/CPA</b>	175.00	160.00	15.00
<b>Repairs and Maintenance</b>	150.00	150.00	0.00
<b>Special Events</b>			
<b>Annual Meeting</b>			
Beverage	88.90	90.00	-1.10
Discount	0.00	0.00	0.00
Facility Rental	0.00	55.00	-55.00
Food	88.90	90.00	-1.10
Signage	16.05		
<b>Total Annual Meeting</b>	193.85	235.00	-41.15
<b>Christmas Holiday Party</b>			
Decorations	0.00	20.00	-20.00
Face Painting	150.00	150.00	0.00
Food	198.22	200.00	-1.78
Signage	21.40		
Steel Drum Band	125.00	100.00	25.00
Christmas Holiday Party - Other	0.00	0.00	0.00
<b>Total Christmas Holiday Party</b>	494.62	470.00	24.62
<b>Fall Festival</b>			
Food/Beverage	158.32	150.00	8.32
Photo Booth	294.25		
Popcorn Machine	84.53		
Prizes/Decorations/Entertainmen	44.58	250.00	-205.42
Signs	21.40		
Sponsorship	-200.00		
<b>Total Fall Festival</b>	403.08	400.00	3.08
<b>Garage Sale</b>			
Ad	56.00	60.00	-4.00
Signs	10.70	12.00	-1.30
Garage Sale - Other	0.00	0.00	0.00
<b>Total Garage Sale</b>	66.70	72.00	-5.30
<b>Spring Fling</b>			
Entertainment	205.00		
Food	163.67		
Signs	21.40		
Sponsorships	-350.00		
Spring Fling - Other	0.00	200.00	-200.00
<b>Total Spring Fling</b>	40.07	200.00	-159.93
<b>Total Special Events</b>	1,198.32	1,377.00	-178.68
<b>Taxes &amp; Fees</b>	0.00	350.00	-350.00

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Cash Basis

**Fairway Estates Community Association**  
**Profit & Loss Budget vs. Actual**  
January through December 2017

	Jan - Dec 17	Budget	\$ Over Budget
<b>Utilities</b>			
Electric - 0501749435	174.30	192.00	-17.70
Electric - 33175 58387	371.74	396.00	-24.26
Electric - 3317702394	148.48	156.00	-7.52
Water	97.25	108.00	-10.75
<b>Total Utilities</b>	791.77	852.00	-60.23
<b>Total Expense</b>	11,941.05	13,287.00	-1,345.95
<b>Net Ordinary Income</b>	2,178.95	63.00	2,115.95
<b>Other Income/Expense</b>			
<b>Other Income</b>			
CD Interest	4.48	6.00	-1.52
Savings Interest	0.38		
<b>Total Other Income</b>	4.86	6.00	-1.14
<b>Net Other Income</b>	4.86	6.00	-1.14
<b>Net Income</b>	<b>2,183.81</b>	<b>69.00</b>	<b>2,114.81</b>