

**Prairie Creek Park POA
Board of Directors Meeting
September 11, 2012
Approved Minutes**

Call to Order: The meeting was called to order at 6:31 PM, by President Roni Murray, at the Ridge Harbor Community Building.

Establish a Quorum: A quorum was established with the following present: Dave Akerstrom, Clay Gates, Chuck Kindle, Joe Konkolics, Roni Murray, Don Schmidt, and Bob Winfrey.

Also in attendance were the following: Sherry Danko representing Star Hospitality Management and 17 PCPPOA members who signed the attendance sheet.

Pledge of Allegiance: Roni Murray led those present in reciting the Pledge of Allegiance and a moment of silence in memory of 9/11.

Proof of Notice: The meeting notice and agenda were distributed and posted in accordance with the Association Bylaws and FL Statute 720.

Presentation by Sam Summers, CPA, Summers, Horner, Daughtrey and Westby – CPAs: Sam Summers gave an overview of what the Board should expect from an audit: the types of things inspected and verified as well as the type of reporting that would be made. The Board had the opportunity to ask questions for clarification. Per Sam Summers, if he performs an audit now, the cost would be \$3,000. If he performs the audit after the first of the year and during tax season, the cost would be \$5,000-\$6,000. There was also some discussion regarding a forensic audit for 2008 and 2009. Sam Summers advised his firm did not perform forensic audits. The Board thanked Sam Summers for his presentation.

Approval of Minutes: Bob Winfrey moved, and Joe Konkolics seconded to approve the August 21, 2012 minutes as distributed. The motion carried 5 “yes” votes to 2 “no” votes (Chuck Kindle and Clay Gates).

President’s Remarks: None.

Owner Comments on Agenda Items:

Mr. Klein reported the vegetation on the vacant lot next to him is overgrown and starting to damage his fence. Star will send a letter.

Mr. Dixon-no comment after all.

Unfinished Business:

Financials on the website or via e-mail: After some discussion about posting the financials on the website versus providing copies in response to e-mail requests, Dave Akerstrom moved, and Don Schmidt seconded to provide financials via e-mail when requested. The motion carried unanimously.

Audit: When inviting Sam Summers to speak, the Board initially planned to have 2011 audited if feasible. Discussion followed about adding 2008 and 2009 as they were the two years with the financial records missing. As Sam Summers noted earlier, the outcome of an audit for 2008 and 2009 would be determined by the ability to obtain copies of the missing records. After some further discussion, Don Schmidt moved, and Joe Konkolics seconded to approve an audit for 2011 at this time by Sam Summers at a cost of \$3,000 and put 2008 and 2009 on hold for the time being. The motion carried unanimously.

Drainage-Hidden Valley: Clay Gates reported that he inspected the Hidden Valley drainage issue (the Dunkley lot) and indicated something needed to be done to correct the problem. Bob Winfrey suggested that he contact Rob Ketter to check out the matter.

Deed restriction violations: Don Schmidt reported that the Nestor's performed some repair and maintenance on their fence in response to the general letter to all owners. Star was asked to send a thank you letter.

New Business:

Treasurer's Report & Approval of Invoices: Bob Winfrey gave an overview of the financial position of the POA indicating the total bank balance was \$103,821.12. He also reviewed the expenses of the past month. Bob Winfrey asked Star to contact FP&L and ask if they could combine their invoices into one.

Regarding non-recurring invoices: Bob Winfrey moved, and Joe Konkolics seconded to approve the following invoices: \$29.10 reimbursement to Bob Winfrey for a sign and \$1,898.54 to Goldman, Tiseo & Sturges for legal fees. The motion carried unanimously.

Sherry Danko provided a brief explanation of why the road and drainage expenses previously charged to the reserves were not reflected on the income statement. By general consensus, the Board agreed to back the expenses out and re-allocate them to the operating expense accounts.

P.O. Box: As the P.O. Box renewal expired, and the Board saw no need to renew, no further action was necessary.

Owner requests for minutes, reports, and other records: Sherry Danko requested some direction from the Board regarding how to respond to owner requests for copies of POA records. After some discussion, the Board agreed to provide copies of approved minutes and monthly financials upon request. For requests for other information, owners should submit a written request via certified mail per the Statute.

Annual Meeting: Sherry Danko advised her staff contacted every facility in the area that could accommodate the POA's annual meeting. The following places were available: Charlotte Harbor Event Center (\$200 + tax), Grace Presbyterian Church (\$100.00), and Congregational United Church (\$150). After some discussion, the Board agreed to use the Charlotte Harbor Event Center. The Board also noted they would like the Association attorney to be in attendance and to have some security at the community's entrance on the night of the meeting.

Grounds: Bob Winfrey reported the mowing along the roadsides was completed a bit later than planned due to bad weather. The greenbelts, scheduled to be mowed on the 27th, were cancelled and re-scheduled for September 17th due to the rain. Bob Winfrey reported a wild pig trap was set on the common property. Star was directed to send a violation letter requesting the trap to be removed within 30 days or the Board would have it removed and bill the owner.

Park Vandalism: Bob Winfrey reported there was some vandalism and a street sign and stop sign were damaged/toppled and needed to be replaced. He asked Star to provide contractor's information to perform the work at the next meeting.

Mowing Contract: Bob Winfrey stated the mowing contract was up for renewal January 1, 2013 for a one year with Andrew K. Murray, Inc. The current contract provides for the one year renewal at no price increase and for the same terms and conditions if both parties agree. He added that the adopted 2013 budget accommodates for this expense. Dave Akerstrom moved, and Bob Winfrey seconded to approve the one year renewal with Andrew J. Murray, Inc. at the same cost as 2012. The motion carried with 4 "yes" votes to 2 "no" votes (Clay Gates and Chuck Kindle). Roni Murray abstained due to her relationship with the contractor.

Security: Roni Murray advised that there was some discussion on the issue of security for the community at the August 21st Board meeting with mention being made for gates and cameras as possible security items to be considered. After some brief discussion on a possible committee to research viable options and potential costs, it was agreed Gloria Turner would pursue the matter along with the Johnson's and anyone else interested.

President's Closing Remarks: None.

Owner Comments on Non-Agenda Items:

Comments were made on the mowing of the property with the vacant house on Prairie Creek Blvd. The County did have 25 feet around the perimeter of the house mowed.

Comment was made on the growth near the Brown's property making it difficult to pull out. This area is mowed by the County. Star will contact the County. In response to another question, Bob Winfrey noted the greenbelts are under contract to be mowed three times per year as follows: May/June, August/September and December. The first cut is scheduled for September 17th weather permitting.

An owner inquired about the composition of the material of the Reclimate as his dog had been ill since the road work was completed. Star would provide the company name and contact info.

Adjournment: Joe Konkolics moved, and Dave Akerstrom seconded to adjourn the meeting. The motion carried, and the meeting adjourned at 8:00 PM.

Sherry Danko

Sherry Danko for Joe Konkolics, Secretary