

Forest Park 1/Community Condominium  
Association  
Annual Membership Meeting and Elections  
January 20, 2016

**Date:** January 20, 2016

**Time:** 6pm

**Location:** COMMUNITY CLUBHOUSE

**Purpose of Meeting:** Affirming the Board of Directors for the 2016 year as there are two openings to be filled as well as other business as enumerated in this document.

**Agenda**

**1. Call to Order/ Certifying Quorum**

Meeting called at 6:33 pm with three board members as well as the membership at large. However, Shari indicated that there were only 30 ballots and we were short 5 to meet a quorum which would be 35.

We will temporarily hold off on this issue to allow Shari and a volunteer David to gather the needed 5 votes by going door to door among the residents of Forest Park 1. While they were seeking the additional votes from the residents regarding the pooling of funds, the Board proceeded with other business.

**2. Reading the Letter of Withdrawal from candidate Jerry Konrad**

Valerie read a letter from Jerry Konrad withdrawing his name from the proposed election citing he did not desire to be on a Board with our current president. A resident inquired as to the cost of our most recent mailing. Shari Morrison, our property manager shared that

unfortunately, his initial desire to run for a seat on the board posed a financial burden of some 450 plus dollars to the Forest Park 1 community because of the administrative costs charged by the management company plus the printing, sorting, postage and mailing cost of the ballots and associated printed forms. If only two individuals ran for two open positions, a mailing with ballots would not have been necessary.

### **3. Proof of Notice**

After the passage of approximately one hour Shari and the volunteer David returned with sufficient ballots for a quorum (5). Thereafter there were a total of 35 giving us a quorum to officially proceed with the ballot. The pooling of funds question passed with a vote of 34-1 in favor.

### **4. Outstanding Minutes**

Valerie made a motion that the minutes from the last meeting be accepted, it was voted to be accepted by Jerry Queen and seconded by Ed Early.

### **5. Results of Board Appointments**

There were only three members of the Board of Directors present due to unforeseen circumstances which prevented two other board members from attending. With only two openings on the Board and only two qualified individuals, the two applicants are automatically on the Board for a two year term. The Board is comprised of Valerie Bay, Rosalyn Savel, Ed Early, Jerry Queen and our newest member Donald Clingenpeel. Positions will remain the same until our next meeting when formal nominations and approvals will occur.

### **6. Review of Financials**

Jerry Queen reviewed the financials with the membership in attendance. Jerry explained the difficulty created when a single invoice is billed to Forest Park 1 and paid instead of apportioning Forest Park 1 and Forest Park Community. He indicated that

research is needed to apportion the invoices properly between Forest Park 1 and Forest Park community. Thereafter, Jerry will be able to give a report more reflective of the actual financial condition of Forest Park 1. Additionally, there were incongruities in the software that was being used by Sun Coast Property Managers leading to errors, inaccuracies and misrepresented items in the financials they provided. Adjustments in bookkeeping must be made so that each portion, FP1 and FPC are billed appropriately to keep in alignment with our current budget. The Board is diligently working to remain within our current budget by capitalizing on volunteers, low cost resident labor, and renegotiating vendor contracts.

## **7. New Business**

1. A discussion about the company working on the railings followed and their ineffective operation on the project they contracted to complete as well as the difficulty incurred by the agent, Shari Morrison, from Sun Coast in trying to contact the management to ascertain their availability and willingness to fulfill the terms of the contract entered into with Forest Park 1.
2. A discussion about the pool company, Valerie checked the chlorine content of the pool and found it substandard on more than one occasion. There were several missed maintenance appointments as was evidenced by the absence of a sign in. Valerie sourced a pool company from an adjacent condominium Lord's Master Pool Care as a temporary resolution. They will replace our current company, Anchor and begin in February with an annual savings of \$1100. for more service.
3. O'Neil's Tree Service we spent 5 thousand so far and will need approximately an additional 5 thousand, as Shari indicated it should be
4. Valerie made a motion to contribute an additional \$3, 500 for now. It was seconded by Ed Early and approved by all. Jerry

Queen will request the transfer of funds to accommodate this need.

5. Valerie indicated that on August 1, 2015 we switched management companies and we decided to go with SunCoast. However, the second company we had interviewed at that time, Ameritech will now be engaged as our new management company beginning March 1, 016. SunCoast was properly notified under the direction of our new attorney Dan Greenberg.
6. Martin, a resident agreed to help Valerie with communications as he is a communications specialist if necessary should we proceed with a web page or a community face book page. However, the new Property management company offers a web service and that will be explored first.

8. Adjournment 8:00 PM