

APPROVED

MINUTES  
SUN CITY CENTER COMMUNITY ASSOCIATION, INC  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JULY 11, 2012  
ROLLINS THEATER

**DIRECTORS PRESENT**

Ed Barnes, President  
Chuck Collett, Vice President

Al Alderman  
Jane Keegan

Ann Marie Leblanc  
Sam Sudman

**DIRECTORS ABSENT**

David Floyd, Secretary  
Howie Griffin  
Martin Hurwitz

**OTHERS PRESENT**

Neil Rothfeld, Treasurer  
Lyn Reitz, Community Manager  
Carol Donner, Recording Secretary  
18 Members

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

President Barnes called the meeting to order at 9:00 a.m. All present joined him in the Pledge of Allegiance. A quorum was established with 6 members present. There being no objection, President Barnes stated that an item had been added to the Agenda under New Business: "Approve printing, mailing and postage for the Community Survey".

**II. APPROVAL OF THE MINUTES**

June 13, 2012 – There being no objections or corrections, the minutes of the Board Meeting held on June 13, 2012 were approved as presented.

**III. SECRETARY'S REPORT**

Acknowledgements –In Secretary Floyd's absence, Director Alderman reported that the CA had received \$135 from the Monday Movies to offset License Fees. Dr. Michael Caruso had donated \$1,000 for the Fitness Center and the AAUW donated \$25 to the Library in memory of Betty Kleinman.

**IV. PRESIDENT'S REPORT**

A copy of President Barnes' report is attached.

**V. TREASURER'S REPORT**

Treasurer Rothfeld reported on financials through June 30, 2012. The Operating Fund has a net cash balance of \$1,602,979. Liens filed were \$116,108. In the Capital Fund, there is a balance of \$1,297,981. In the Replacement Fund, there is a balance of \$1,802,394. The Renovation Fund has a balance of \$31,413. He also stated that Capital Fund Fees were received in May for 34 homes. Total year-to-date of 207 homes closed through June against the budget for the year of 240 homes.

**VI. MANAGER'S REPORT**

Community Manager Lyn Reitz's report is attached.

**VII. STANDING COMMITTEE REPORTS (None)**

VIII. SPECIAL PURPOSE COMMITTEE REPORTS (None)

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

1. Approve management contract with The Continental Group  
Vice President Collett **MOVED** that the Board approve the management contract with The Continental Group to provide management and accounting services to the Association effective January 1, 2013 as presented. This will be expensed from Operations Account #64650 Management Fee. **SECOND:** Director Alderman. **VOTE:** Unanimous in favor by voice vote. Motion carried
2. Approve a closet at the end of the Potters Wheel club room  
Director Alderman **MOVED** that the Board approve adding a closet at the end of the Potters Wheel club room and the Potters Wheel Club will be paying the expense of approximately \$4,500. This addition has been approved by The Projects Office (TPO). **SECOND:** Vice President Collett. **VOTE:** Unanimous in favor by voice vote. Motion carried.
3. Approval of Certified Public Accountant for year ended December 31, 2012  
Director Keegan **MOVED** that the Board approve the engagement letter with Dwight Darby & Company (Certified Public Accountants) to audit the Community Association's financial position and preparation of our Federal and State tax returns from January 1 to December 31, 2012 at a cost not to exceed \$14,300. This will be expensed from Operations Account #64300-1 Audit Expense. **SECOND:** Vice President Collett. **VOTE:** Unanimous in favor by voice vote. Motion carried.
4. Approve replacement of tile in the Sandpiper and Royal Rooms  
Director Alderman **MOVED** that the Board approve a contract with John Moore Flooring in the amount of \$11,558 for the replacement of the floor tile in the Sandpiper and Royal Rooms. The tile in the Sandpiper Room will be paid from the 50<sup>th</sup> Anniversary Account #70005 and the Royal Room will be paid from Replacement Reserve Account #76807-4. **SECOND:** Vice President Collett. **VOTE:** Unanimous in favor by voice vote. Motion carried.
5. Approve replacement of tables and chairs in the Sandpiper and Royal Rooms  
Director Alderman **MOVED** that the Board approve the replacement of tables and chairs in the Sandpiper and Royal Rooms at an amount not to exceed \$24,000. This will be expensed from Replacement Reserves Account #76807-4. **SECOND:** Director Leblanc. **VOTE:** Unanimous in favor by voice vote. Motion carried.
6. Ratify ClubLink land contribution agreement  
Director Alderman **MOVED** that the Board ratify the ClubLink Land Contribution Agreement signed by President Ed Barnes on June 20, 2012 with a modification on June 29, 2012 extending closing to July 27, 2012. **SECOND:** Vice President Collett. **VOTE:** Unanimous in favor by voice vote. Motion carried.

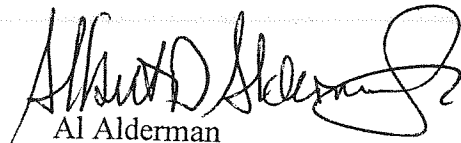
7. Approve printing, mailing and postage for the Community Survey  
Vice President Collett **MOVED** that the Board approve a contract with NOKP Media in an amount not to exceed \$10,000 for printing, mailing and postage for the Community Survey. This will be expensed from Contingency Account #66800. **SECOND:** Director Leblanc.  
**VOTE:** Unanimous in favor by voice vote. Motion carried.

XI. GOOD & WELFARE (None)

XII. ADJOURNMENT

Vice President Collett **MOVED** the meeting be adjourned. **SECOND:** Director Alderman.  
**VOTE:** Unanimous in favor by voice vote. The meeting was adjourned at 9:31 a.m.

AUDIENCE PARTICIPATION



Al Alderman  
Acting Corporate Secretary

AA:cd

Attachments

**ADDENDUM – MINUTES – JULY 11, 2012**

*Audience comments are not an official part of the Board Meetings  
They are condensed and summarized for reference only.*

<b>NAME</b>	<b>SUBJECT</b>
Wendell Spencer	Had comments about the upcoming Survey. He also felt that personal questions should not be included.
Dave Brown	He donated \$50 to the Fireworks Fund for 2013. He thanked the Board for their letter of June 13 <sup>th</sup> (copy in minutes of June 13 <sup>th</sup> ) recognizing his efforts on behalf of the residents of Sun City Center.
Phyllis Hodges	Regarding her comments at the June 13 <sup>th</sup> meeting regarding an independent review of the survey, she did speak with Dr. Matulich about her concern and she did address it very well.  She also commented on an article she read that Kings Point found out as a result of their survey that their residents were very happy. If it turns out that we are happy too, we need to put out a similar article.
Steve McTeague	Commented on our reduced income - membership going down. We should consider billing per house rather than per member. That way the income would remain the same, not fluctuate with the number of residents in the house.
Henry Niemczyk	<i>In reference to the amount of liens filed, is there any progress on that. As banks foreclose, we do receive money from the banks – but only for two years. Anything greater than two years has to be written off. There are people here who wait until the house is liened and then pay their dues which doesn't make sense since they have to pay all the additional fees.</i>

President Ed Barnes' Report – Board of Directors Meeting – July 11, 2012

July 4, 2012 was certainly a day to remember in Sun City Center. The day started early with the Pancakes, Sausage and Eggs breakfast – this year was another record year – 1023 breakfasts were served! This was only possible because of the volunteers who manned all of the ticket sales, greeting stations, table set-up, coffee servers, line cooks, kitchen cooks and clean-up crew –we had over 100 volunteers who helped set up, serve and clean up. And we had another 20 volunteers on the standby list. A very special thanks to all of those volunteers and also to the Maintenance Staff who started several days before staging equipment and setting up the rooms. They showed up at 5:30 AM to start making coffee and finishing the room set up. These guys stayed until clean-up was completed. The maintenance staff and the volunteers are the ones that made this breakfast a huge success. And thanks to all of the participants who patiently waited in line for breakfast to be served. There is no doubt in my mind this event was a smashing success. A very large thanks to Sam and Joanne Sudman, who chaired this Holiday Breakfast – they put in many, many hours planning and coordinating to make this breakfast a success. There is more good news, Sam and Joanne volunteered to Chair the next Holiday breakfast. How about a big round of applause for all of those that helped make this event possible and particularly to Sam and Joanne?

The evening of July 4<sup>th</sup> was equally successful with the spectacular fireworks display. Perhaps it was even better than last year. We were so lucky that the rain came early in the afternoon and cleaned the air and cooled things down which made the evening even more pleasant. We were very, very fortunate to have secured two corporate sponsors for the fireworks display this year – Minto, and Brandon Honda – our thanks to both of these sponsors. We also thank ClubLink for letting us use part of the golf course for the fireworks. I don't know how many people attended but from what I saw, the crowd was much bigger than last year. I heard of couple of estimates of up to 5,000 people attended. Thanks to Ann Marie Leblanc for starting this SCC tradition last year and in making the event the success it has become. Also, I would like to thank the Sandpiper Grill for serving dinner that evening – food was very good and the turnout for the meal was much better than expected. Certainly a big thanks goes to the Maintenance Staff for roping off the golf course danger zone and for all of the clean-up after the event. This was really a community event – the Security Patrol, CERT, Radio Club and Emergency Squad as well as the Hillsborough County Sheriff's Office and Fire Department all assisted with this event in one way or another. This event has very much become a SCC tradition we are planning to have it again next year provided we can once again find some corporate sponsors.

Last month your Board of Directors adopted the committee recommendation to accept the proposal of The Continental Group as the property manager of the CA. Today you will hear about the new management contract that the re-compete committee has negotiated with The Continental Group. I think you will be very pleased with the new contract. As I told you last month we want to get this new contract negotiated and in place so we can have new cost data for the 2013 budget.

Just a couple of words on the 2013 Budget. The budget for 2013 is currently being put together by the Community Manager, Staff and the Treasurer. The Budget Committee will review the budget this month and make recommendations to the CA BOD. The budget will be briefed to the Membership on September 27 at 9:00 AM in the Florida Room. The Board will vote on the

Budget at the Board meeting on October 10<sup>th</sup> and it will be presented to the Membership at the October 24<sup>th</sup> Membership Meeting. The Membership then votes on the dues which support the budget on December 4<sup>th</sup> and 5<sup>th</sup>. There are some early indications that dues might go up due to increases in prices for some of our insurance policies and utilities and some decline in revenue. There will be more on this later in the summer

Last month we started a new means of communication with the members by sending out a summary of the issues/topics your BOD is working on. Our attempt here is to keep the membership informed of what the BOD is doing. I plan to do this only when we have some significant issues that you should be aware of. We are doing this by email blast – we have more than 3300 email addresses in our files and have sent out two “What’s New With The Community Association” emails over the last month. I would like to continue to build our email address library - we have forms available in the CA office if you would like to be added to the email list. We will also have the form in the August edition of the News of Sun City Center. The 3300 email addresses represents about 52% of the rooftops in SCC – which is pretty good coverage. Our goal is get the coverage up to 75% of the household’s in SCC.

One of the issues in the last What’s New email, is that we are considering expanding the CA to include Freedom Plaza. In recent years a number of Community Association members have moved to Freedom Plaza. Many of these individuals are members of various SCC clubs and organizations. After moving we have allowed them to continue participating with their clubs using club waivers. We have had some preliminary discussions with Freedom Plaza about their residents becoming dues-paying members of the CA. Freedom Plaza would use the same concept for dues payment as Aston Gardens and Courtyards – all doors would pay once per year at the same dues rate as the CA membership pays. There are many pluses and minus associated with this as well as many issues that need to be identified and resolved. We will discuss this at a Coffee and Conversation on August 13 at 9 AM in the Caper Room and again at a second Coffee and Conversation on September 13 in the Caper Room at 9 AM. Bring your ideas and thoughts to the Coffee and Conversation – we want to hear from you. We will have a straw vote on whether to proceed with this matter with a survey in the October News of Sun City Center. If the membership approves we will need to develop some changes to our Articles of Incorporation, Bylaws and maybe the 84 Agreement. These changes will be voted on by a mail out referendum in the December timeframe.

### Surveys and Long Range Plan

I expect the Surveys which stem from the Focus Group meetings to be mailed late this week or early next week. The plan is for the residents to complete the surveys and return them to the moderator or place them in the locked voting box in the CA office. These surveys will be mailed to all members – not just to the household but to every member. The surveys will be collected and the data tabulated and analyzed by the moderator. The results will be reported to the Membership at a Town Hall meeting on October 4<sup>th</sup> at 7 PM in the Community Hall. These results will be used to develop a long range plan which will be put to a membership vote late this year probably in December. Remember our goal here, is to use a process which will produce an independent, unbiased and objective assessment of the needs of the membership – key here is needs of the membership in total. I encourage everyone to respond to the survey. It is your future and your facilities and your association.

# Sun City Center Community Association

## Board of Directors Meeting

July 11, 2012 from Lyn Reitz, Community Manager

**Fireworks Display** --- I hope everyone enjoyed the fireworks display along with the breakfast and dinner served that day. It was a wonderful event and we hope to carry on the tradition next year if we can secure corporate sponsors. A big "Thank You" to Brandon Honda and Minto for their monetary contributions and to Clublink for the use of the golf course for the event.

**Hazardous Waste Day** --- We have scheduled July 12<sup>th</sup> & 13<sup>th</sup> from 8am to 3pm that you can bring your paint/cleaners/small appliances (nothing larger than a microwave) to the maintenance shop and drop them off and the maintenance staff will take it to the appropriate area and dispose of properly as a convenience to the members. There is no cost for this disposal.

**Identity Theft Program** --- Fifth Third Bank will sponsor another Identity Theft Seminar October 23<sup>rd</sup>, at 9am in the Caper Room. Please attend to learn the dos and don'ts of keeping your identity protected. The first program was attended by 25 members that felt it was very beneficial to them.

**Room Renovations** --- The Board of Directors will hopefully be approving the contracts today for the renovation of the Sandpiper and Royal Room. Once these contracts are formally approved we can schedule to do probably the later part of this month to early August.

**Resident Count** --- As of June 30<sup>th</sup>, total residents were 10,392 and total membership dues were 11,068. We are now tracking the residents and vacancies separately to have a true accounting for our records and budgeting processes.