



**BOARD OF DIRECTORS MEETING
ROLLINS THEATER
9:00 AM
WEDNESDAY, JULY 8, 2015**

SCCCA MEMBERS ONLY

AGENDA

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- II. APPROVAL OF MINUTES**
 - June 10, 2015 Board of Directors Meeting
- III. SECRETARY'S REPORT**
 - Acknowledgements
- IV. PRESIDENT'S REPORT**
- V. TREASURER'S REPORT**
- VI. MANAGER'S REPORT**
- VII. STANDING COMMITTEE REPORTS**
- VIII. SPECIAL PURPOSE COMMITTEE REPORTS**
- IX. NEW BUSINESS**
 - 1) Approval of Certified Public Accountant for year ended December 31, 2015 (Rothfeld)
 - 2) Approve amendment to Policy 6.03.1 - Children's Hours at outdoor pool (Sudman)
 - 3) Approve Chairperson of FunFest Committee (Killian)
 - 4) Approve changes to Purchasing Procedure – Exhibit 2.01A of Policy II (Elam)
 - 5) Approve the dissolution of PAC as a CA affiliated club (Killian)
- X. ADJOURNMENT**

AUDIENCE PARTICIPATION

Joe Elam
Corporate Secretary

APPROVED

**MINUTES
SUN CITY CENTER COMMUNITY ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
WEDNESDAY, JULY 8, 2015
ROLLINS THEATER**

DIRECTORS PRESENT

David Floyd, President
Sam Sudman, Vice President
Joe Elam, Corporate Secretary
Neil Rothfeld, Treasurer

Richard Angerosa
Mike Killian

Helen Lewis

DIRECTORS ABSENT

Chuck Collett
Ed Feder

OTHERS PRESENT

Lyn Reitz, Community Manager
Carol Donner, Recording Secretary
51 Members

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Floyd called the meeting to order at 9:00 a.m. All present joined him in the Pledge of Allegiance. A quorum was established with 7 Board members present.

II. APPROVAL OF MINUTES

- There being no objections or corrections, the minutes of the Board Meeting held on June 10, 2015 were approved as presented.

III. SECRETARY'S REPORT

Acknowledgements – Secretary Elam reported that the CA had received a donation of \$215 from Monday Movies to offset license fees.

IV. PRESIDENT'S REPORT

President Floyd's report is attached.

TREASURER'S REPORT

Treasurer Rothfeld reported on financials as of June 30, 2015. The Operating Fund had a cash balance of \$2,553,257. Liens filed were \$93,107 versus \$106,828 in May. In the Capital Fund, there was a balance of \$286,156. Capital Fund Fees were received in June for 45 homes for a total year-to-date of 226 homes versus a budget of 180 homes for the year. In the Replacement Fund, there was a balance of \$1,415,655. The Renovation Fund has a balance of \$32,318.

VI. MANAGER'S REPORT

Community Manager Lyn Reitz's report is attached.

VII. STANDING COMMITTEE REPORTS (None)

VIII. SPECIAL PURPOSE COMMITTEE REPORTS

Photo Contest: Madlyn Blom reported on June's photo contest "SunCityscapes". There were 52 entrants and there were a number of nice photos. The judges will be reviewing them and they will announce the winner by the end of the month.

IX. NEW BUSINESS

1. Approval of Certified Public Accountant for year ended December 31, 2015
Treasurer Rothfeld **MOVED** that the Board approve the engagement letter with Carr, Riggs & Ingram, LLC (Certified Public Accountants) to audit the Community Association's financial position as of December 31, 2015 and preparation of our Federal and State tax returns from January 1, 2015 to December 31, 2015 at a cost of \$11,500. This will be expensed from Operations Account #64300-1 Audit Expense. **SECOND:** Vice President Sudman. **VOTE:** Unanimous in favor by voice vote. Motion carried.
2. Approve amendment to Policy 6.03.A.1 – Children's Hours at Outdoor Pool
Secretary Elam **MOVED** that the Board approve amending Policy 6.03.A.1 to change children's hours at the outdoor pool as submitted (attached). **SECOND:** Vice President Sudman. Vice President Sudman **MOVED** to amend the motion to leave the hours as is from Monday thru Friday and allow them access on Saturday and Sunday from 12:00 p.m. to 5:00 p.m. . **SECOND:** Treasurer Rothfeld. **VOTE ON AMENDMENT** via roll call. 3 – 4. Directors Elam, Rothfeld and Sudman were in favor. Directors Angerosa, Floyd, Killian, and Lewis were opposed. Amendment failed. **VOTE ON MAIN MOTION** via roll call. 0 – 7. Directors Angerosa, Elam, Floyd, Killian, Lewis, Rothfeld and Sudman were opposed. Motion failed.
3. Approve amendment to Policy 6.03.A.2 – Eliminate Children's Use of Indoor Pool
Vice President Sudman **MOVED** that the Board approve amending Policy 6.03.A.2 to remove children's use of the Indoor Pool as submitted (attached). **SECOND:** Vice President Sudman. **VOTE:** Unanimous in favor by voice vote. Motion carried.
4. Approve Chairperson of FunFest Committee
Director Killian **MOVED** that the Board approve Howie Griffin as Chairperson of the FunFest Committee. **SECOND:** Director Lewis. **VOTE:** Unanimous in favor by voice vote. Motion carried.
5. Approve changes to Purchasing Procedure – Exhibit 2.01.A of Policy II
Secretary Elam **MOVED** that the Board approve the changes to Purchasing Procedure – Exhibit 2.01.A of Policy II as submitted (attached). **SECOND:** Treasurer Rothfeld. **VOTE:** Unanimous in favor by voice vote. Motion carried.
6. Approve the dissolution of PAC as a CA affiliated club
Director Killian **MOVED** that the Board approve the dissolution of The Performing Arts Club of Sun City Center as a club affiliated with the Sun City Center Community Association. **SECOND:** Director Angerosa. **VOTE:** Unanimous in favor by voice vote. Motion carried.

7. Approve purchase of fountain at Information Center

Director Angerosa **MOVED** that the Board approve the purchase of a fountain for the Information Center from Fathom Fountain in the amount of \$7,462. This will be expensed from Operations Account #70000-000-1. . **SECOND:** Secretary Elam.

VOTE: Unanimous in favor by voice vote. Motion carried.

X. ADJOURNMENT

Vice President Sudman **MOVED** the meeting be adjourned. **SECOND:** Director Lewis. The meeting was adjourned at 10:20 a.m.

AUDIENCE PARTICIPATION



Joe Elam, Corporate Secretary
JE:cd
Attachments (4)

ADDENDUM – MINUTES – July 8, 2015

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

NAME	SUBJECT
Gert Affayroux	Suggested that hand sanitizers be placed in the Information Center. <i>This will be done.</i>
Linda Clapp	Suggested that Board Meeting agendas be published in the newsletter each month so that all members would know about proposed policy changes. <i>Notice of policy changes is usually printed in the newsletter prior to a Board Meeting. The agenda is always subject to change.</i>
Mary Laipple	Suggested that signs be put up in the Atrium indicating where the Horizon and Armstrong Rooms are. <i>The Manager will proceed with signage. (Signage has been ordered)</i>
Henry Niemczyk	Additional maintenance needs to be done on the medians on South Pebble Beach Blvd. <i>(Minto has been contacted)</i>
Henry Niemczyk	Mentioned that the Code Enforcement staff and the Sheriff are going to residences and pulling unlicensed contractors off the jobs. Was the CA involved in this? <i>No, not aware of this.</i>
Christine Kerstyn	Reported that she was denied access to the CA's financial records.
Mark Erickson	President of the Archery Club inquired about his request for expanded parking at the archery range. <i>Still being looked into.</i>

WEBSITE

The website committee met with Digital Eel who has begun the layout of the revised website. Our goal is to make the site easier to navigate, more attractive to potential new residents, enhance the graphics, and improve the access for our members. The photo contest to select photos for the revised website is on-going. In order to avoid any delays we will use stock photos at first. We expect to complete this project in the fall of 2015.

GOLF CART PARADE

We have a Golf Cart Parade scheduled for December 12, 2015. The time is going by very fast. We still need some more volunteers to make the parade a great success. If you would like to volunteer to help and also have fun, please contact the Chairperson of the Golf Cart Parade Committee – Jim Schwartz at 813-633-0346 or by email – shwartzie@sbcglobal.net. You may also contact the CA Office at 813-633-3500.

INFORMATION CENTER

The CA will continue to work on the Information Center's landscaping. A paver walkway leading to benches and a fountain along North Pebble Beach Blvd. will be installed. The Board expects to approve a fountain design in August. A second walkway to Swan Lake will be installed with a swing seat overlooking the lake. A grove of Foxtail Palms will be planted on the right side of the Information Center to enhance the plantings seen as you approach the building on North Pebble Beach Blvd.

PHOTO CONTEST

In the June edition of the News of Sun City Center, the Community Association with the support of the Photo Club announced a photo contest open to all Community Association members. A monthly category will be selected and the winner's photo will be published in a future addition of the NEWS of Sun City Center and receive a \$100 cash prize. The first contest, SunCityscapes, ended yesterday and the winners will be announced on August 1st. The second contest started on July 1st and ends on August 7th. The second theme is: ***Fit for Life: - Fitness and Exercise: Yoga, Aquasizers, Lap Pool, Fitness Center, etc.*** Contest rules can be found at the Photo Club or the CA office.

BULLETIN BOARDS

The bulletin boards in the Atrium Building have been locked. To post an item please bring it to Claudia Hinson at the Community Association's Office. We are sorry to lock the boards, but some were posting and removing items that were not theirs. We also had some inappropriate items posted.

CA CLUB ROSTERS

A number of our clubs still have not submitted their club rosters with the CA/KP numbers. These were due in February. February through FunFest is a busy time for our clubs and the CA has tried to be accommodating to the clubs. However, it is now time for the delinquent clubs to meet their obligation to the Community Association. Clubs must complete their rosters by August 31, 2015 or their room assignments for 2016 will be cancelled. The CA is in the process of notifying the clubs.

JULY 4th

On Saturday July 4th we had our community breakfast in the Florida Room from 7:00 AM until 12:00 PM. Your hosts were Jim and Donna Frasier and they were assisted by Sam and Joanne Sudman. Over 1200 breakfasts were served. We would like to thank all who volunteered to help and those that participated in this event. It was a great success.

Saturday Night July 4th was the Community Fireworks. The storms by-passed us and many enjoyed the awesome display of aerial fireworks to mark the birthday of the United States of America.

Sun City Center Community Association

Community Leader's Meeting

July 8, 2015 from Lyn Reitz, Community Manager

Community Hall Renovations --- We are working on the renovations at Community Hall. The Hall is scheduled to reopen September 1st. Please refrain from entering the construction area for your safety. We are on schedule and progressing steadily.

Arts and Crafts Parking Lot Renovations --- The job is in permitting and will be scheduled for the next month or so. I will keep all of the clubs informed as to the dates the work will be scheduled and when the parking area will be closed.

July Fourth Fireworks --- The show was fantastic and we will wait to see if the event will continue if other sponsors are found. We must book by September of this year to keep our reservation with the company.

Café --- The Architects and Engineers are in the final stages of design and permitting for the café. The Board will review their final renditions and then it will go out for bids for construction.

Resident Count --- As of June 31st total residents were 10,708 and total membership dues were 11,222. We track the residents and vacancies separately to have a true accounting for our records and budgeting processes.

PROPOSED POLICY AMENDMENT
to be voted on at Board Meeting – July 8, 2015

Deletions are noted as a strikeout and additions are **bold**.

VI. FACILITIES

6.03 Swimming Pools

A. Pool Hours – Daily

1. Outdoor Pool

Adults 18+

Children 3 – 17

*Motion Failed
Hours remain the
same.*

As posted

~~11:00 AM to 1:00 PM~~

~~3:00 pm to 5:00 PM*~~

12:00 PM to 5:00 PM*

* With exception of Memorial Day, July 4th and Labor Day when Children's hours will be extended to 9:00 P.M.

2. Indoor Pool

Adults 18+

As Posted

~~Children 3 – 17~~

~~11:00 AM to 1:00 PM~~

~~3:00 PM to 5:00 PM*~~

~~* With exception of Memorial Day, July 4th and Labor Day when Children's hours will be extended to 9:00 P.M.~~

PURCHASING PROCEDURES

Association Policy 2.01 Approval Authority, Section A. Purchasing states: The Community Manager is responsible for the development and execution of a purchasing procedure for the Community Association.

1. All purchases of five thousand dollars (\$5,000) and under shall be approved by the Community Manager*. **Purchases of over five thousand dollars (\$5,000) up to ten thousand dollars (\$10,000) may be approved by the Community Manager* with the authorization of the Association's President, or the Vice President in the President's absence, and the Treasurer.**
 2. All purchases over ~~five~~ **ten** thousand dollars (~~\$5,000~~) **(\$10,000)** (with three bids, if possible) shall be approved either by vote of the Board at a Board of Directors' Meeting, or if circumstances require, an "Action without a Meeting".
 3. Emergency purchases over ~~five~~ **ten** thousand dollars (~~\$5,000~~) **(\$10,000)** shall be approved by the Community Manager*, the Association's President or the Vice President in the President's absence, and the Treasurer.
 4. Upon receipt of goods or services, the receiver shall advise their Supervisor or the Community Manager* of the date the goods or services were received and a statement that they have been inspected with no deficiencies noted.
 5. If goods or services are not in good order or damaged, the receiver shall notify their Supervisor or the Community Manager* immediately.
 6. All utility and insurance bills shall be approved by the Community Manager and paid promptly.
 7. The limit of a single petty cash disbursement is ~~\$75.00~~ **\$100.00**
 8. COD purchases, which have been approved by the Community Manager* can be paid out of Petty Cash, if under ~~\$75.00~~ **\$100.00**. If the COD totals more than ~~\$75.00~~ **\$100.00**, a check request must be given to the Community Manager* or Bookkeeper at least 24 hours in advance of delivery.
- * In the absence of the Community Manager, by the Association's President, or in the President's absence, the Association's Vice President.