

**MINUTES
SUN CITY CENTER COMMUNITY ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
WEDNESDAY, DECEMBER 14, 2022
ROLLINS THEATER – 9 A.M.
and VIA ZOOM**

APPROVED

DIRECTORS PRESENT

Bob Sullivan, President
Kim Roush, Vice President
Ron Matelski, Secretary
*Via Zoom

Gary Bratt
Ron Clark
Jim Collins

Jeff Parsons*
Roger Zieg

DIRECTORS ABSENT

Eric Porr

OTHERS PRESENT

Dave Birkett, Treasurer
Lyn Reitz, Community Manager
Carol Donner, Recording Secretary
25 Members plus 10 via Zoom.

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Sullivan called the meeting to order at 9:00 a.m. All present joined him in the Pledge of Allegiance. A quorum was established with 8 Directors present.

II. APPROVAL OF MINUTES

There being no objections or corrections, the minutes of the November 9, 2022 were approved as submitted.

III. SECRETARY'S REPORT

Acknowledgements – Secretary Matelski reported that donations to the Hardship Fund were received from:
Stained Glass Club - \$300
Front Porch Pickers - \$500
Computer Club - \$1,000

Certification of Membership Vote held on December 7, 2022

Certification of Election of Officers for 2023

Secretary Matelski stated that since a re-count had been requested by two of the candidates, he could not certify the results at this meeting. However, he felt the recount would not change the election results and that the election of directors and officers was valid. A lot of noise was made in the community over 9 votes being sent via email. We later discovered that email voting was not allowed. He does believe that it was a valid election and the results will be similar and the officers will not change

Erma Faron, Chair of the Elections Committee added that of the 9 ballots returned via email, Carol Donner contacted those members and advised them that their email votes would not count. Almost all of them sent in their ballots via mail and they were counted.

IV. PRESIDENT'S REPORT

President Sullivan stated his next action would be on January 4, 2023 when he will give the Oath of Office to the new and re-elected Directors and turning the gavel over to the new President. He thanked everybody for the six-year opportunity I had to be involved in this community. He loves it here and looks forward to this community flourishing in the future.

V. TREASURER'S REPORT

Treasurer Birkett reported the Operating Fund had a balance of \$1,627,074 at the end of November, 2022. The Replacement Fund balance was \$1,807,879 and the Renovation Fund had a balance of \$43,382. The Capital Fund balance was \$4,795,020. There were 28 home transfers in November. He mentioned that there were 55 in August, 44 in September, 34 in October and 28 in November which averaged 50.1 per month against a budget of 45. He thanked everyone who voted for the dues increase.

VI. MANAGER'S REPORT

Community Manager Lyn Reitz's report is attached.

VII. STANDING COMMITTEE REPORTS (None)

VIII. SPECIAL PURPOSE COMMITTEE REPORTS (None)

IX. NEW BUSINESS

1) Approve increasing rental fees, set up-take down fees and security deposits

Vice President Roush **MOVED** that the Board approve amending Policy VI. Facilities, Section 6.01.D Schedule "A" 1 to increase rental fees, security deposits, set up-take down fees and security deposits on our Community Association rooms as submitted. **SECOND:** Secretary Matelski. Director Clark **MOVED** to table this motion. **SECOND:** Director Zieg. **VOTE** via roll call: 3 – 5. In favor: Directors Clark, Collins and Zieg. Opposed: Directors Bratt, Matelski, Parsons, and Roush. Motion failed. **VOTE ON MAIN MOTION** via roll call: 4 – 3. In favor: Directors Bratt, Matelski, Parsons and Roush. Opposed: Directors Clark, Collins and Zieg. Motion carried.

2) Approve paving of South Campus front shell roads

Director Bratt **MOVED** that the Board approve a contract with All Phase Paving & Sealing in the amount of \$29,800 to pave the South Campus front shell roads. This will be expensed from Replacement Account #76900-000-4. **SECOND:** Director Collins. **VOTE:** Unanimous in favor by voice vote. Motion carried.

3) Approve 2023 Insurance Policies

Vice President Roush **MOVED** that the Board approve the following insurance policies for 2023.

Automobile – Auto Owners – \$3,880.05	Expensed to Operations Account #63105
General Liability –	
Auto Owners - \$85,751.40	Expensed to Operations Account #63100
Workers Comp – Zenith - \$18,961.00	Expensed to Operations Account #63101

SECOND: Director Bratt. **VOTE:** Unanimous in favor by voice vote. Motion carried.

4) Approve covering for tennis courts

Director Clark **MOVED** that the Board approve a contract with Knox Aluminum in the amount of \$23,200.00 to build 4 patio covers over the tennis court bleachers. This will be expensed from Capital Account #64343-000-2. **SECOND:** Director Zieg. **VOTE** via voice vote: 7 – 1. Opposed Secretary Matelski. Motion carried.

Secretary Matelski then added another item under New Business:

5) New policy on CA officer elections

Secretary Matelski **MOVED** that a new policy be enacted for the procedures for the election of officers annually for Community Association of Sun City Center, Inc. from the newly elected board each year starting ~~in calendar year 2023~~ **January 15, 2023** per Article VI and Bylaw II and III section 2. The policy shall be structured accordingly:

- a) The Community Association Community Manager and Executive Secretary shall convene a meeting of the newly elected CA board members for the determination of the CA Officers for the subsequent year.
- b) Directors desiring Officer positions must deliver written profiles to the Community Manager of their complete education, background, and work experience qualifying themselves for the specific position(s) under consideration within 5 days of election posted results. Profiles are to be posted for 30 days on the atrium bulletin board for membership examination.
- c) Qualifications for CA President and Vice President Officer positions are to include a minimum physical residence in Sun City Center, FL of 48 weeks during the current year along with a similar commitment for each year in office. These two positions must also include actual management and supervisory experience background.
- d) Newly elected Officers need to commit to having a minimum of 2 Officers to be present at the CA Office each week during the subsequent year. This will require diligence in scheduling “off time”.

Director Clark **MOVED** to amend the motion to remove “starting in calendar year 2023” and change to “starting January 15, 2023”. **SECOND:** Director Collins. **VOTE** via roll call: Unanimous in favor. **VOTE ON MAIN MOTION** via roll call: 5 – 3. In favor: Directors Sullivan, Bratt, Matelski, Parsons and Roush. Against: Directors Clark, Collins and Zieg. Motion carried.

X. GOOD & WELFARE (None)

XI. ADJOURNMENT

Director Clark **MOVED** the meeting be adjourned. **SECOND:** Vice President Roush. **VOTE:** Unanimous in favor by voice vote. The meeting was adjourned at 10:20 a.m.

Ron Matelski, Secretary
/crd
Attachment

AUDIENCE PARTICIPATION AFTER THE MEETING

The following members addressed the Board:

Paul Wheat

Skip Jackson

Their comments can be viewed at www.youtube.com/watch?v=yQ-vglCkINk

Sun City Center Community Association Board of Director's Meeting

December 14, 2022 from Lyn Reitz, Community Manager

Dues and Stickers --- Dues statements should be coming in the mail in the next few days. Remember that your membership dues are due by January 31st and late fees will be added on February 1st. They can be brought directly to the Truist Branch in the Plaza or mailed. You can stop by the CA Office and get a new sticker; we just ask that you give us a few of days to download the payment before coming in. Be sure to bring your cards as we place them on for you.

Shredding Day --- We had another very busy shredding day with 11,520 pounds of materials being shredded. We will schedule another one the beginning of next year.

Holiday Golf Cart Parade --- The parade was a wonderful success and a great day with close to fifty carts participating. We will do it again next year.

On Going Projects --- We are still working on numerous projects throughout both south and central campus and will continue for the next couple of months. Please be aware of your surroundings and make sure to follow signs and stay clear of coned and roped off areas for your safety. We apologize for an inconvenience and thank you for your cooperation.

Email Blast Distribution List --- As a reminder, if you would like to get the What's New CA Email Blasts, please stop by the office and fill out a request form or send an email requesting to be added to sccboard@suncitycenter.org. It is a great way to stay on top of CA information.

Resident Count --- As of November 30th, total residents were 11,488 and total membership dues were 11,602. We track the residents and vacancies separately to have a true accounting for our records and budgeting processes.

Rental Fees, Security Deposits, Set Up/Take Down Fees and Exceptions to Policy
6.01 "B" 1 thru 9.

1. Rental Fees, Set Up/Take Down Fees, and Security Deposits (Amended
4/12/16)

Room	Rental Fee	Set Up/Take Down Fee	Security Deposit	Room Capacity T- Tables/Chairs C-Chairs only
Armstrong Room	\$250.00	\$50.00 75.00	\$150.00 200.00	T-48
Caper Room	\$250.00	\$75.00	\$150.00 200.00	T- 110
Community Hall (excluding rooms 3, 4, &5)	\$1,500.00 2,000.00	\$350.00 400.00	\$500.00 \$750.00	T-480 C-870
Community Hall (including rooms 3, 4, & 5)	\$1,600.00 2,500.00	\$400.00 500.00	\$600.00 1,000.00	T-560 C-970
Community Hall (Rooms 3, 4, & 5)	\$75.00/each 100.00/each	\$25.00/each 50.00/each	\$150.00 250.00	T-80 C-100
Florida Room	\$600.00 750.00	\$150.00 300.00	\$250.00 500.00	T-160 C-200
Heritage Room	\$250.00	\$50.00 75.00	\$150.00 200.00	T-48
Palm Room	\$75.00 125.00	\$0.00	\$50.00 150.00	T-16
Rollins Theater	\$500.00	\$100.00 150.00	\$150.00 250.00	C-145
Sandpiper Room	\$250.00	\$75.00 150.00	\$150.00 250.00	T-72
Eberhardt Bldg.	\$400.00 500.00	\$100.00 150.00	\$150.00 250.00	T-64
Ann Marie Leblanc Room	\$100.00 125.00	\$50.00 75.00	\$75.00 100.00	T-16