

**MINUTES
SUN CITY CENTER COMMUNITY ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
WEDNESDAY, JANUARY 8, 2020
ROLLINS THEATER**

APPROVED

DIRECTORS PRESENT

Sam Sudman, President
Jerry Gibson, Vice President
Dave Birkett, Treasurer
Ron Matelski, Corporate Secretary

Eric Porr
Doug Seipelt
Larry Smith
Bob Sullivan

DIRECTORS ABSENT

Joe Elam

OTHERS PRESENT

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

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Sudman 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 THE MINUTES

There being no objections or corrections, the minutes of the Board Meeting held on December 22, 2019 were approved as submitted.

III. SECRETARY'S REPORT

Acknowledgements – Secretary Matelski reported that the Computer Club had donated \$1,000 to the Hardship Fund; Duplicate Bridge Association had donated \$4,000 to Operations; the Sun City Line Dancers Club had donated \$200 to the Hardship Fund; the Lapidary Club had donated \$1,000 to the Hardship Fund and \$1,000 to the Sun City Center Library. The CA also received \$1,200 from the Pickleball Club toward annual maintenance of the Pickleball Courts.

Certification of Membership Vote – Secretary Matelski announced that Secretary/Treasurer Dave Birkett had certified the results of the election of officers for 2020. The result was Sam Sudman, President; Jerry Gibson, Vice President; Dave Birkett, Treasurer and Ron Matelski, Corporate Secretary. A copy of the Secretary's Certification is attached.

IV. PRESIDENT'S REPORT

President Sudman announced that Helen Lewis had completed her two three-year terms and was awarded a clock for her dedication to the CA.

President Sudman reported that our roadways and other infrastructure are showing their ages. The government liaison of the Board of Directors works closely and proactively with County staff and elected officials to address public works and public utility issues as they arise, often before they become problematic. The County funds repairs and replacements either through the biannual operations budget or through a Capital Improvement Program (CIP), which is funded by ad valorem taxes, gas tax, impact and mobility fees to name a few. For years 2018-2020 the County spent \$4.6M on major repairs and replacements for SCCA funded by the CIP.

V. TREASURER'S REPORT

Treasurer Birkett reported on estimated financials as of December 31, 2019 since they have not been audited yet. The Operating Fund had a balance of \$2,383,717 (including \$932,240 in 2020 prepaid dues). The Capital Fund balance was \$1,669,891. There were 38 home transfers in December. The Replacement Fund balance was \$1,304,026 and the Renovation Fund had a balance of \$42,701.

VI. MANAGER'S REPORT

Community Manager Lyn Reitz's report is attached.

VII. STANDING COMMITTEE REPORTS

VIII. SPECIAL PURPOSE COMMITTEE REPORTS

Hospitality Committee

Janet Ditmore, Chair, gave her annual report on the Information Center to the Board, copy attached.

IX. NEW BUSINESS

1) Approval of Insurance Policies

Treasurer Birkett **MOVED** that the Board approve the following insurance policies for 2020:

Property – AmRisc - \$82,899.79	Expensed to Operations Account #63104
Automobile – Auto Owners - \$3377.82	Expensed to Operations Account #63105
Directors & Officers Liability – Travelers - \$18,575	Expensed to Operations Account #63300
Fidelity Bond – Hanover - \$3,194	Expensed to Operations Account #63400
General Liability – Auto Owners - \$53,910	Expensed to Operations Account #63100
Workers Comp – Zenith - \$36,448	Expensed to Operations Account #63101
Umbrella – Federal - \$12,332	Expensed to Operations Account #63102
Equipment – Travelers - \$784	Expensed to Operations Account #63104

SECOND: Vice President Gibson. **VOTE:** Unanimous in favor by voice vote. Motion carried.

2) Approval of Committee Chairpersons for 2020

Vice President Gibson **MOVED** that the Board approve the following Committee Chairpersons for 2020 as follows:

STANDING COMMITTEES:

- Budget Committee – Ed Barnes
- Consumer Affairs Committee – Joe Elam
- Elections Committee – Brigitt Lewis
- Governmental Affairs Committee – Sam Sudman

SPECIAL COMMITTEES:

- Bingo Committee Co-chairs – Karen Marmon and Robin LeMaster
- Council of Area Presidents (CO-AP) – John Luper
- Fitness Center Committee – Ernie Kociban
- History Society – John Bowker
- Hospitality Committee/Hi Neighbor – Janet Ditmore

Restrictive Covenants Committee – Paul Wheat
Decorating and Web Site Committee Co-chairs – Nan Baytos and Maggie Pliska

OTHER COMMITTEES:

Golf Cart Parade – Larry Smith
FunFest – Susan Muise
Long Range Planning – Doug Seipelt
Monday Movies – Linda Clapp
SCC 60th Anniversary – Jane Keegan
TV in Atrium – Bill Hodges

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

3) Bank Signature Approval

Treasurer Birkett **MOVED** that the Board approve the following signatories for 2020 for all banks that the Community Association has accounts with:

Marvin S. Sudman, President
Jerry Gibson, Vice President
David Birkett, Treasurer
Ron Matelski, Corporate Secretary
Joe W. Elam, Director

SECOND: Secretary Matelski. **VOTE:** Unanimous in favor by voice vote. Motion carried.

4) Approval of the disassociation of The Women’s Chorus

Director Sullivan **MOVED** that the Board approve the disassociation of The Women’s Chorus of Sun City Center as an affiliated Community Association club. **SECOND:** Director Smith. **VOTE:** Unanimous in favor by voice vote. Motion carried.

X. ADJOURNMENT

Treasurer Birkett **MOVED** the meeting be adjourned. **SECOND:** Vice President Gibson. **VOTE:** Unanimous in favor by voice vote. The meeting was adjourned at 9:50 a.m.

AUDIENCE PARTICIPATION

The following members addressed the Board: John Bowker, Phyllis Hodges, Mark Erickson, and Ken Bauer. Their comments can be viewed at <https://vimeo.com/383551622>.



Ron Matelski
Corporate Secretary

RM:cd
Attachments (3)



Sun City Center Community Association, Inc.

SECRETARY'S CERTIFICATION

I, David Birkett, as Corporate Secretary/Treasurer of the Sun City Center Community Association, Inc., do hereby certify that a properly called meeting of the Board of Directors for the election of officers of the Sun City Center Community Association for 2020 was held on December 11, 2019 at 8:00 a.m. in the Board Room.

The result of the election for Officers was as follows:

President	Sam Sudman
Vice President	Jerry Gibson
Secretary	Ron Matelski
Treasurer	Dave Birkett

David Birkett
Corporate Secretary/Treasurer

Sun City Center Community Association

Board of Director's Meeting

January 8, 2020 from Lyn Reitz, Community Manager

Funfest --- Funfest is scheduled for Saturday, March 21st. I would ask that all clubs that wish to participate contact Claudia in the CA office. Information went out last week.

Shredding Day --- The next shredding Day is scheduled for Tuesday, March 31st from 9am to Noon in the same location as last year which is off of North Pebble Beach Blvd. just south of Security Patrol. The CA covers the cost of this event as a benefit to its members to make sure your documents are properly disposed of.

Volunteer Luncheon --- The Volunteer luncheon is scheduled for Thursday, February 6th from 11:00am until 1pm in the Florida Room. If you have volunteered in any capacity for the Community Association this past year please come and enjoy lunch as a thank you from the Board of Directors.

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. It is a great way to stay on top of CA information.

Resident Count --- As of December 31st, total residents were 11,450 and total membership dues were 11,496. We track the residents and vacancies separately to have a true accounting for our records and budgeting processes.

SCC Information Center Quarter Report Comparison, 2019

	1 st QTR	2 nd QTR	3 rd QTR	4 th QTR	ANNUAL TOTAL
Number of Resident Visitors	474	292	203	304	1273
Number of Out of Town Visitors	629	307	231	333	1500
Number of Tours Conducted	117	63	55	55	290
Total Number of People in Tours	259	130	121	117	627
Local Phone Calls Received	281	210	185	269	945
Long Distance Calls Received	258	189	178	162	787
Inquiries answered by Snail Mail	7	8	5	9	29
Inquiries answered by email	197	157	147	126	627

IN THE YEAR 2019, the Information Center recorded:

TOTAL NUMBER OF VISITORS: 2773

TOTAL PHONE CALLS ANSWERED: 1732

INFORMATION SENT IN RESPONSE TO INQUIRIES: 656

All data was recorded by volunteers who worked each shift. We use 2 volunteers per shift, three shifts per weekday. We are open year-round, Monday through Friday, 10 am to 4 pm, and on Saturdays from Sept. through May for two shifts (10:30 am to 2:30 pm).

In 2019, we had a total of 89 volunteers who worked a regular or substitute shift.

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INFORMATION CENTER

Seven Year Comparison of Data

YEAR	2013	2014	2015	2016	2017	2018	2019
Resident Visitors	1151	1232	1766	1732	1621	1622	1273
Out of town Visitors	1315	1547	1795	1837	1724	1826	1500
Tours conducted	375	325	375	372	328	340	290
Number of people in tours	841	699	856	851	519	755	627
Local phone calls received	902	960	573	513	914	926	945
Distant phone calls received	839	745	394	417	846	899	787
Inquiries answered by snail mail	102	124	34	35	57	42	29
Inquiries answered by Email	1022	1121	514	367	351	696	627

YEAR TOTALS	2013	2014	2015	2016	2017	2018	2019
Number of Visitors	2466	2799	3561	3569	3345	3448	2773
Phone Calls Answered	1741	1705	967	930	1760	1825	1732
Information Sent	1124	1245	548	402	408	738	656