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Sugarhill Property Owners Association

John Doty, President • Dan Smith, Vice President • John Bridges, Secretary • Bruce Somers, Board Member
P.O. Box 0443 • Jensen Beach, FL 34957

POA Board Meeting Minutes

for the meeting held

Thursday November 29, 2018

Called To Order

John Doty, President called the meeting to order at 7:04 pm, 11/1/2018.

Board Directors attending: John Doty, Dan Smith, John Bridges, Bruce Somers

Mr. Doty explains board protocol/norms for member communication during the meeting and future meetings.

He reminds members of the time allotment at the end of meeting where those wishing to speak will be allowed to talk for 3 minutes. At the end of the speaker's 3 minutes he/she may request a continuation and the board will either approve or disapprove the request. Disruptions will not be tolerated.

Minutes

Board members vote to approve November 1, 2018 (October Postponed) Board Meeting minutes - 4 in favor and 0 opposed. Motion carried unanimously.

Old Business

John Doty provides update that the nominating committee has been selected (as per Article V Section 1 of the Amended Bylaws of Sugar Hill POA.) The Chair will be Dan Smith. Two community volunteers in good standing to join Dan Smith are Jennifer Secor and Kristie Scott.

Mr. Doty shares that he has tested the community email list and has corrected all possible email errors. It looks like just about all were successfully sent out with the first survey soliciting opinion from the community. With respect to the survey, an error occurred in not allowing multiple answers to one question about streetlights. That event didn't cause issue with the obvious 78% answer. The results to

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the surveys are posted *after* sufficient time to not influence survey taking during an open survey.

Mr. Doty speaks to the results of the latest survey as it pertains to addressing those street lamp post which are not working. The consensus from the community is to place a notice on the door of those residents needing to fix the issue. Mr. Doty suggests that persons needing assistance with repair can inform Board and we can make recommendations and assist with solutions. He also addresses survey question about possible two payment option of the annual Association Fee. This would be an either-or option for owners. It won't be a requirement for all, just for those who request it.

Mr. Doty shares that the board is in agreement that hiring an accounting firm is the most prudent step for the community. This will provide the POA with safe financial controls that have not existed in the past. He further explains that several firms have been vetted and Carr, Riggs and Ingraham is the firm that we be put up to a vote tonight. A members expressed concern with the \$6,000 cost of the firm. Mr. Doty asked members to turn to the sheet provided that shows the dollar projections for Signatures annual costs. Also, noted by John Doty is the fact that fully funded annual cost of Signature was never budgeted for by the prior board and place the POA financial operations into peril with current financial balance sheets and the real cost of Signature.

John Doty addressed an email that had been sent to an unspecified number of residents regarding concern with the costs of CRI. He shares that during the time between when we sent an email to test for bounced emails and submission of our first survey a former board member sent an email to a large portion of the community criticizing our potential decision to hire CRI for financial management.

The letter starts by asking "what survey and that I certainly never got one." This person did Survey #2 as Respondent #21 on 8/13/18 at 8:11:10am. Survey was conducted by members of Sugarhill Concerned Homeowners Group prior to the Recall effort. The results of question 9 of that survey was 80% for the hiring of a firm to do what CRI does.

The complainant's letter indicates the \$5400 cost of CRI as being dangerous to the financial stability of Sugarhill. The President asks for those present to look at the document "Accounting for Signature Property Management June through October 2018". He states that these are the actual checks written to Signature during their time and they show a projected annual cost of \$ 13,606.00 that has no presence on the Annual Budget. This complainant was the acting treasure during that time.

The current Board sees a savings of \$ 8,406.00 a positive direction.

Currently the budget has had a hit of \$5,669.00 from the Signature event.

Next, this former treasurer, claims the association should have its financial management done with

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QuickBooks and volunteers. Just a short 7 months ago the former treasurer found this idea unsustainable and gladly relinquished treasure duties while ushering in Signature Property Management and canceling the 6 month old annual purchase of Quickbooks subscription with no apparent refund from Quickbooks.

Mr. Doty shares that the letter asks you to not let the new board "Railroad" you into bad financial decisions. He states that this board firmly believes we have rescued you.

Mr Somers noted that in this day of personal information privacy the complainant's letter made a huge mistake. You will note every person emailed had their email address exposed. Three of our board's emails and multiple phone numbers were exposed as well. Mr Doty added that we earned your emails by USPS mailing links to our website before we were the board where you could securely send your email and after the recall we have used your board-acquired emails in a protective non-exposing manner.

A member asks if CRI will manage the collections of members annual fee - accounts receivable. And Mr. Doty informs members as to all services that will be provided by CRI which are noted as bullets on the Agenda.

A member asks other members present to raise hands if board should step back and wait to seek more bids for the role of Sugarhill POA accounting firm.

There was a motion and a 2nd motion to hire CRI. The vote was 2 in favor and 2 opposed. Bruce Somers shared that his no vote is due to a recent referral to a firm that a member had recommended and would like to see the board talk to this firm. The motion did not carry and was tabled.

Dan Smith shared that contracting with a CPA firm will happen at some point and that it is simply a matter of who, not when. It is the safest approach to the financial well being of Sugarhill.

Financial Report

Board reports on accounts.

- ◆ Primary account \$53,641.13
- ◆ Reserve account \$67,912.37
- ◆ Bond Holding \$16.

New Business

Mr. Doty explains that we had reached the point in the meeting where we will acknowledge all

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members wishing for their time to stand and speak. A total of 4 members spoke. No gender used in the minutes. Items discussed by members were:

- Board should send an introduction letter by post / mail.
- New residents should receive a welcome basket and cordial on-boarding in person from a board member or several board members - along with a debrief on the importance of the covenants.
- To insure proper use of Robert's Rules
- Signing and swearing good faith commitment to abide by POA Covenants and to have signed FL State form acknowledging such. (A document not due until December 28th 2018)
- Member question on price of survey monkey.
- Member suggestion to provide paper copies of general info in a brochure box at mailboxes.
- Member mentions John Bridges, board member \$14.60 late charged by Signature. Mr. Bridges shares that he is in good standing, is current and has no outstanding late fee owed to POA.

NOTE regarding the last item:

To avoid inadvertently waving attorney-client privilege:

The board has investigated this issue and determined that the allegations are baseless, but due to the threat of litigation or state investigation, upon advice of counsel, we will not discuss it further in an open forum.

Motion to Adjourn

John Doty asked if there was a motion to Adjourn at 8:16 pm. Bruce Somers made the motion and John Bridges seconded the motion. There were 4 in favor and 0 opposed. Motion carried unanimously.

Next Meeting: December 13, 2018 (Earlier meeting than usual due to holiday season)

Recorder: John Bridges, Secretary