



Summerwinds Annual Budget Meeting Minutes

12/12/2022

Approved- 1/27/2023

The Board of Directors meeting was held Monday, December 12th, 2022 at 10:00 a.m. in the Summerwinds Clubhouse at 6323 Thomas Drive, Panama City Beach, FL 32408.

Board members present: Angie Hart, Lee Parker, North Johnson, Gail Pugh, and Lisa Butler. Janet Roan has an excused absence. Managers present: Matt Johns & Katie Patronis.

Owners present: Mark Pressnell 605, Nick & Carolyn Campisi 1005, Sandra Rollins 1205, Judy Parks 304, Don Daniels 401, Ray Pencak 1104, Shirley Gaus 803, Nonie Willard 403, Ralph Hodek 801, Calvin Schnerch 1004. By Phone- Jumana Murphy 906, Heather Meier 804, Dan Post 505, Suzanne Steinke 901.

Call to order at 10:00 a.m.

Pledge and prayer.

Roll call to establish quorum.

14 Day Proof of Notice was verified.

Angie clarified a few items on the Summerwinds Balance Sheet. The first was a payable in the amount of \$4,722.63 which was set up as an estimated tax expense for the years 2020 and 2021. The actual payment made in February 2022 in the amount of \$5,012 was not booked against the payable. The \$5,012 will be reclassified to the payable in December by Journal Entry and will reduce Summerwinds Expenses for 2022 by \$4,722.63.

A motion was made by Lee Parker, seconded by Gail Pugh, to approve the October Minutes. Motion passed unanimously.

A motion was made by Gail Pugh, seconded by Lee Parker, to approve the October Financials. Motion passed unanimously.

A motion was made by Gail Pugh, seconded by Lee Parker to approve the attorney's fees in the amount of \$780 to be paid out of the Hurricane Account. Motion passed unanimously.

A motion was made by Gail Pugh, seconded by Lee Parker, to approve the October Hurricane Financial. Motion passed unanimously.

A motion was made by Gail Pugh, seconded by Lisa Butler, to approve the November Hurricane Financial. Motion passed unanimously.

Matt Johns gave the manager's report. He explained the progress of the boiler delivery, hurricane shutter repair, kitchen remodel, east dog park light pole, maintenance procedure documentation, and Milestone Inspection.

Gail Pugh and Matt Johns presented information on the meeting with MK Webber Engineering about the details of the Milestone Inspection which is required by Florida Statute Ch 718 to be conducted by 12/31/2023.

A motion was made by Gail Pugh, seconded by Lee Parker, to set a not to exceed amount of \$12,500 allocated for a Milestone Inspection in 2023 and allow Matt to decide which company to choose. Motion passed unanimously.

Gail Pugh announced the proxy results. Summerwinds received 46 total votes. 41 members voted to fund the reserves by 65% in 2022 and 5 voted to fund at 100%.

Gail Pugh reviewed the estimated year end projection for 2022 and gave details on how Summerwinds is trying to save money on expense categories in the budget including utilities, office expense and elevators.

Gail Pugh reviewed the 2023 evaluation of budget and reserves.

A motion was made by Gail Pugh, seconded by Lee Parker, to accept the 65% funding of the reserves for 2023 based on the number of "yes" proxies by the membership. Motion passed unanimously.

A motion was made by Lee Parker seconded by Gail Pugh to accept the proposed budget for 2023. Motion passed unanimously.

North Johnson started a discussion to get the owners opinion about turning the pool heater off during the month of January and February for the purpose of saving money.

Angie Hart explained to the membership that a goal going forward for Summerwinds is to document all procedures and policies for the purpose of succession planning including maintenance processes, administrative processes, financial procedures, vendor and contract information.

Angie Hart and Gail Pugh explained the decision to self insure the garage buildings in case of floods.

Meeting adjourned at 11:23 AM.