

BOARD OF DIRECTORS MEETING

APRIL 9, 2019

Frank King, our president, opened our meeting at 9:35 by having all of us recite the Pledge of Allegiance to our flag. Other board members present were Anne Warren-secretary, Pat Dubuc-treasurer, Jim Krueger-assistant treasurer, Bob Lewis-at large, and Bud Hodgkins-at large. Attending via a cell phone was vice president Ed Landry.

Jim started our meeting by giving thanks to Heather and our treasurer for finding quality talent to help us out and letting us know where our finances stand after the first quarter of 2019. See attached sheet for Jim's explanations of the information found.

Next Jim informed us about our real estate taxes stating that two local campgrounds (Charlie Creek and Sable Palms) have recently been sold for very high prices. He added that our tax value has gone from \$560,000.00 to \$1,280,000.00. Because of this, our real estate taxes may also go up yearly by 10% or more due to restrictions by the Florida State Law and County agencies. Jim added that anyone can go to the web site—Hardee County Appraisers—then go to our SKP site to find our numbers. Please refer to the same attached sheet for details. Jim suggested that we can appeal this increase for next year but it's too late for this year. Bob asked, "Who appeals this?". Jim's answer was that it's probably our treasurer, but he feels we need the help of an attorney to do this. Then perhaps the board needs to approve it.

Next Jim stated that we have renewed our reserve CD at Crews Bank of Arcadia at a rate of 3.2% for 18 months, up from our last rate of .85%. Jim then added that he feels we are in "Good Shape" as far as expenditures and cash flow are concerned.

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1. Discuss Hardee county real estate tax increases and need to appeal appraised value during the allowed period this summer. (5 min. my time + discussion)

Year	Fair Market Value	Assessed Value	Taxable Value	Yearly % change	Tax Charge	Yearly % change	Discount	Tax Payed
2015	\$758,862	\$758,862	\$758,862		\$19,181.16		\$799.22	\$18,381.94
2016	\$778,609	\$778,609	\$778,609	2.6	\$19,131.39	2.6	\$797.14	\$18,334.25
2017	\$778,467	\$778,467	\$778,467	-.02	\$20,730.63	8.3	\$863.78	\$19,866.85
2018	\$1,280,049	\$856,313	\$856,313	10%	\$24,141.58	16.4	\$1,005.90	\$23,135.68
2019	estimated	\$941,944	\$941,944	10%	\$26,555.57	10%	\$1,106.49	\$25,449.08

- 2018 tax appraisal change based on sale of Charlie Creek Park (\$2,000,000) and Sable Palms Park (\$935,000).
- Florida State Law limits an increase in appraised value to 10%, but County agencies may require more than 10% thus the tax multiplier may increase the tax to change more than 10%.
- It is highly likely that our taxes will increase \$2400 (10%) or more per year into the foreseeable future.
- Charlie Park Appraisal is about \$18,500/acre while our park is about \$41,368/acre.
- It is important to appeal our next assessment change to keep our real estate tax appraisal from increasing beyond an already apparently unfair value.

2. Treasurer's overview of income and key expenses for the 1st quarter 2019. (5 min. my time + questions)
 - Reserve CD at Arcadia Bank (now Crews Bank of Arcadia) was renewed at an interest rate of 3.2% (was 0.85%). Increase of interest income is about \$4,750/year (Total 2019 interest of \$5485).
 - Rental Income for 1st quarter 2019 is \$34,905
 - Renters payments of electric is \$5428
 - Members payment of electric is \$21,810
 - Maintenance Fees paid in 1st Quarter is 104,593, Accounts to be paid during the remaining 3 quarters is \$65,339. budgeted \$42,394. (246% of budget recd in 1st quarter)

INCOME

Item	Amount	Min Inc to Park	Estimated 1 st Qtr Budget	Over/Under Budget	Expected for Balance of year
Rental Pool Jan, Feb. Mar	14384 +13351 +16589= \$44,324	5753.60+ 5340.40+ 6635.60= \$17,729.60	\$15,000	Over \$2,730 = +18%	Over budget about \$5,000
Rental Pool Revert for lots over \$599.99	9404.82	\$9,404.82	\$9,000	Over \$405 = 4.5%	Over Budget about \$1,000
Overflow & Boon Dock Rental Jan. Feb. Mar	2618+ 2711+ 2441.75= 7770.75	\$7,770.75	\$900	Over \$6,871 = 763%	Over Budget about \$8,500

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Item	Amount	Min Inc to Park	Estimated 1 st Qtr Budget	Over/Under Budget	Expected for Balance of year
Electric Rental Fees	1916.64+ 1427.52+ 2128.54= 5,472.70	\$5,473	\$3,600	Over \$1,828 =50%	Over \$4,000
Laundry Income	\$2,259	\$2,259	\$2,160	Over \$100= 5%	Over \$165
Member Electric Invoices Jan. Feb. Mar.	9942.08+ 5778.40+ 6089.32= 21,809.80	\$21,809.80	\$24,000	Under \$2,190 = 9%	Budget Amount = \$60,000
Maint Fee ¼ of year	\$104,493	\$104,493	\$42,483	Over \$62,010 = 147%	On Budget
Interest Income	\$500	\$500	\$450	Over \$50 = 11%	Over \$4,172
				Apprx Years result	+\$17,780

EXPENSES

Item	Amount for 1 st Qtr	Budget for 1 st Qtr	Over/Under Budget	Estimated for Balance of year
Gross Wages & Fees	\$17,403	\$20,040	Under \$2,737	Under \$5,000
Insurance	\$11,714	\$3,633	Over \$8,082	On Budget
Propane	\$658	\$375	Over \$283	On Budget
Electric	\$29,940	\$20,250	Over \$9,690	Over Budget \$1000
Garbage	\$2,884	\$2,250	Over \$634	On Budget
Sewer	\$1,545	\$2,250	Under \$705	Under \$500
Water	\$1,504	\$2,205	Under \$701	Under \$500
Equipment Repair	\$1,114	\$1,500	Under \$386	On Budget
Accounting	\$2,737	\$1,250	Over \$1487	Over \$3,000
Computer Systems	\$1,225	\$625	Over \$600	On Budget
Office Supplies	\$504	\$875	Over \$371	Under \$700
Telephone & WiFi	\$1,431	\$825	Over \$606	Over \$500
Subtotal	\$72,659	\$56,078	Over \$16,581	Under \$3,200

3. Discuss early results for next season reservations. (5 min)

We have received approximately 25 calls even though we will not open reservations until May 1. Result so far indicate that most people (about half) would like a reservation of 3 months or more. Most of the people seem to be willing to accept a 2 month reservation.

4. Overview of items implemented or in process to improve park operating practices. (5 min.)

- A. All QuickBooks transactions are being handled by the outside accountant. She has our records going forward for this year in good shape. Last years records will continue to be corrected through about the middle of the year. Recording errors have been identified going back to 2012. An extension for filing our taxes will be submitted and taxes may not be completed for 2018 until August.
- B. All Employee wages have been made by direct deposit and all payments for FICA and Federal & State taxes have been handled by our accountant and are up to date. Last year these lagged significantly.
- C. All payments are being paid either by auto pay from a credit card or direct from the bank. The accountant receives information directly via viewing only capability to our online account at *Waukegan Bank*.
- D. All employee time cards are scanned to email weekly and transmitted to the accountant.
- E. QuickBooks files are being provided periodically to our office for loading via dropbox.
- F. Spreadsheets for Lot Appraisals and closing have been rewritten and included in one workbook with the appraisal sheets linked to the closing sheets so that manual entries are minimized. This is also producing an electronic record of Lot Appraisals and transactions which is kept and accessible via Drop box.
- G. The RV Park program is being fully utilized for reservations and rental and electric payments.
- H. The RV Park Program database custom reports are being used to provide a days occupied report and rental payments report for full service lots that are used monthly to provide input to the rental pool spreadsheet. These have cut the time for doing the rental pool calculations to approximately ½ hour per month during the winter season.
- I. Electric meter readings are being recorded in a spreadsheet on a tablet. This data is transferred to a computer-based spreadsheet which is used to sort out electric payments by members and those paid by rental guests through the RV Park program. The spreadsheet is then sent to the accountant to create the records in QuickBooks and issue invoices via email to members. We have recorded master meter reading the last two months for comparison to lot meters. This comparison has not been made yet.
- J. Spreadsheets are being kept for all deposits of rental receipts, member electric and charges receipts, and member maintenance fee receipts. Spreadsheets include QuickBooks account numbers which are used by the accountant to record these in QuickBooks.

Conclusions:

From the first quarter Income and Expense review we can say that our finances are in good shape and our cash flow for the period from January through October should remain excellent and better than the planned budget.

If special unplanned expenditures of up to \$5,000 are needed this should not produce a budget issue.

Additional expenditures above the estimates above can alter the final results for the year.

This type of review will be done after each quarter to identify any changes.

Jim noted that the CPR (Cleaning, Painting, Repairing) board is hanging up to the left of the stage. This board is so that members can list things that need to be done in our park—some can be done this summer and others can be done in the fall.

Our Articles of Incorporation was next on Jim's list. He added that we are probably okay with the way we handle our leases. Then Jim added that our leases must be filed with the state and he's not sure if this has been done so this must be addressed with our lawyer. In talking with a prospective lawyer, our 55+ section of our Articles of Incorporation doesn't exist and our agent in Sebring doesn't exist. Jim added that we need proper representation as well as protection for our future so he strongly suggested that we hire an attorney to help us in situations like this. Jim went on further and explained that there are four attorneys licensed in Florida who have expertise in co-ops. Jim added that our finances are in good order so we can go forward to hire Jonathan James Damonte in Largo, Florida. The cost to do this will be \$2,500.00. The lawyer will then subtract from this amount as we need advice for the betterment of our park. Bob made a motion to hire this attorney to put our affairs in order, legally. Jim seconded the motion and it was then passed unanimously by the board. As the summer goes by, the attorney will have conference calls and emails with board members, especially Jim, Pat, and Ed. Bob then stated that hard copies should be made of everything done concerning this lawyer. Jim has also found in his research that all VIN for our vehicles may also have to be turned over to the government—another job for our lawyer.

Next, Ed stated that he will be in contact with 16 local contractors concerning our park owned rental sites in our present boondock area. Ed then added that by this Friday we will have site plans from the Florida Rural Water Association which will then be given to board members and committee members.

Next Ed added that he'd like a revote on the length of stay for guests in our 2019-2020 season. Now it is a 60 day (2 month) stay and Ed would like it to be a 240 day (4 month) stay. There was much discussion on this subject but since the board has already voted on a 60 day maximum stay and it has already been posted on our web site, it was decided to keep the stay to 60 days. Frank added that we are in the second year of our Standing Rule variance concerning our rental lots. He added that we should wait and see what happens after our new rules have been in existence for a while.

Next, Margery asked, "How many sites will we have to rent next season?" Heather joined us from the office and said for next year we have 16 rental sites plus 4 letter lots.

Frank then added that he would like to have an election next year to elect our board members; he added he'd like to have 5 or 6 candidates run for the 4 board members needed.

Next was a discussion about the "Members only, Please" sign added to the posted agenda for this meeting. Many members felt that this is unfair to our guests. It was also stated that some members feel that our poor reputation from our past has reversed itself and now we're building up a poor image again. Bob added that anyone (especially board members) who posts a sign should sign it.

Frank then reminded us that a golf cart next to the west back gate was recently stolen. The person took bolt cutters and broke our chain. He then added that a larger chain is now on the gate. Frank asked for a show of hands by the members concerning unlocking the gate during the day---13 voted "yes" and 13 voted "no". The board then voted to leave the new soft steel chain and combination lock locked at all times.

Bob then mentioned that he was asked by Ron Wszalek if someone would volunteer to be a volunteer coordinator who would help our guests become volunteers for our park. Bob asked our members, but no one volunteered to take this position.

Frank then announced that Danny Lindstrom will be our summer maintenance person and will supervise the summer activities. He then added that Denny and Diane will work here in the summer. Their rent will be free, but they will have to pay for their own electricity and WiFi.

Frank then added that soon Tomassa will have surgery and will be away from the park. She will also be away from the park due to son's having his wisdom teeth out.

Bob added that he wanted to thank Bud for getting our handicapped doors in operation. Frank then thanked George Weiss for working on the Building Committee for the same project. Janet then thanked Paul and Arlene for all their help on our new hedge along SR 64. Frank then thanked all our volunteers for everything done in our present season.

At 11:30 Frank announced that our meeting was adjourned and there will be no report after our executive session.

Respectfully submitted,

Anne C Warren

Board Secretary