

# *Sun Valley Board of Directors Meeting Minutes*

Approved

February 18, 2009

## **I. Call to order**

Board President Douglas Folsom called the regular meeting of the Sun Valley Homeowners Association to order at 7:07 PM on February 18, 2009 at the Odyssey School on Woolbright Road in Boynton Beach, Florida.

## **II. Roll call**

Board members present:

Douglas Folsom – President  
Brian Krol – Vice President  
James Weber – Second Vice President-Operations  
Providence Piekara –Secretary/Treasurer  
Thomas Kennard - Director  
Maria Marino – Director  
Jerry Solomon – Director  
Ron Bade – Director

Steve Eppley, Recording Secretary was absent for the meeting

A quorum of the board was present and verified.

William Davis of Gem Property Management was also in attendance.

## **III. Approval of minutes from last meeting**

The minutes of the previous board meeting were read by James Weber. Motion made by Jerry Solomon to accept the minutes with corrections; motion seconded by Tom Kennard and all approved.

## **IV. Treasurer's report**

- Provi Piekara stated that there was very little difference in the January 2009 Profit/Loss Statement between budget and actual except for rent expense; this was because the storage facility rental was paid for the entire year. Pest control was higher because of the spraying for the Fig Whitefly. Otherwise there were no extraordinary checks written for the month. She noted as of today the accounts receivable was \$79,015.67 compared to last year at this time which was \$59,265.96. Ninety five residents are in arrears, of those 3% have been turned over to the attorney. The same 36 residents were late both this year and last year. Accounts receivable showed that 45 new residents or 9% were added this year. Overall accounts receivable was up 5% from last year. Jerry Solomon suggested that we allow payments to be made by credit card. Another suggestion was to allow partial payments. It was noted that to allow partial payments would require a change in the documents. Since the credit card fees would be significant, the idea of a PayPal account could be established which was suggested by Maria Marino at an earlier meeting. The board discussed the pros and cons of partial payments and payment by credit card. A motion was made by Provi Piekara to establish a PayPal account for the association so that residents can pay their maintenance by credit card; seconded by Jerry Solomon and approved by all.
- Motion made by Tom Kennard to accept the Treasurer's report; motion seconded by James Weber and approved by all.
- Tom Kennard noted that when we file the annual report that we should make our corporate attorney Mr. Shendell the registered agent for the Association. This would greatly simplify the serving of legal documents. Motion made by Jerry Solomon to make Mr. Shendell the registered agent; seconded by Provi Piekara and approved by all.

## **V. Correspondence**

- Doug Folsom stated that we would need to have the 2008 annual reviewed financial statements and the tax returns prepared. The Association received a letter from a CPA firm, Michael C. Becker & Co. in this letter it was noted that last year the Association was not in compliance with Florida Statutes because the "review" was prepared by an individual that was not licensed to practice accounting and therefore, could not issue a "review". Plus the statements did not comply with GAAP. Jerry Solomon wanted the statute cited with regard to the noncompliance issue. Since the previous preparer moved out of state the Association would have to appoint a new firm for the review and for the tax preparation. After further

discussion, a motion by Jerry Solomon was made that an allocation of \$1,250.00 be allotted for the “review” and the preparation of the tax returns and that the Associations President would appoint the firm; seconded by Provi Piekara and approved by all.

- All inquiries regarding ARC forms etc. should be given to Ron Bade.
- Doug Folsom requested that in the next mailing to residents that each resident would need to provide the Association with a current e-mail address this would facilitate faster communication to the residents when required. In addition he requested that residents submit automobile information and emergency contact information.
- Ron Bade received a letter from a resident requesting permission to paint the sidewalk in front of their house. Jerry Solomon suggested that before we allow sidewalk painting, we need to contact our insurance company to find out what the liability would be to the Association with regard to sidewalk painting and issuing specifications for sidewalk painting. Doug Folsom would follow-up with the insurance company.

## **VI. Operations**

### **A. Maintenance report –James Weber report:**

1. The trash can in the recreational area was vandalized and would require the mounting bracket to be welded.
2. The swing sets and gym sets were in need of maintenance, repair and or replacement. This could be a potential liability for the Association. Since it was determined that the equipment was being used; all repairs and replacement of swing seats would be made.
3. In the park there were three “U” shaped object protruding from the ground he questioned their purpose. Tom Kennard stated that they were ornamental objects for the children to play on.
4. PMA modified their contract excluding the \$1,740 palm feeding, also some language change in the contract was made; as to when various applications would be done. Copies of PMA’s licenses were received.
5. A problem with sprinkler system had developed, half the system is working the other half is not, to fix the problem would require the location of a number of valves. PMA stated to locate these valves may require anywhere between a few hours to a few days, so this could be a very costly project. James Weber suggested that there is equipment used to track wire, this equipment could also be used to locate the valves. The cost to rent this equipment is \$88.27 per day. Since this was considered general maintenance it did not require the approval of the Board.
6. The pool was inspected by the Palm Beach County Health Department; we are now in compliance with the Graham Baker Act regarding bottom drain covers.
7. The pool heaters were not working, the manufacturer was contacted, and they determined that the bypass valve was left open. Bob’s Pools was notified, they were not aware that the valve was changed; however, they agreed that if the Association was billed by the manufacturer, Bob’s Pools would reimburse the Association for the cost.
8. A number of palm trees in the community have nails in the tree trunks from seasonal lighting and signs, in checking with PMA this could be a potential problem. If we had to replace them it would be very expensive. PMA would watch the trees and if a problem should arise they would treat it.
9. Signs for the retention ponds were ordered. James Weber contacted both Fastsigns and Sign-A-Rama for a quote. Sign-A-Rama’s quote was accepted, the wording would be in both English and Spanish.
10. A preliminary retention pond report was submitted to the Board for their review by James Weber. He noted that the corrected number of residents abutting the retention ponds was 233 not 238 as previously stated.

## **VII. New Business**

None

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Doug Folsom reported that we were still on FPL’s waiting list for the Island Lighting to be installed.

Front entrance would be followed up by James Weber and Steve Eppley.

Security cameras would be followed up by Tom Kennard, James Weber, Steve Eppley and Jim Messino.

Provi Piekara has contracted with the clown for the annual picnic. Also the caterer’s quote would be the same as last year’s.

## **IX. Adjournment**

A motion was made by Tom Kennard to adjourn the meeting at 9:12 pm; motion seconded by Ron Bade and was approved by all.