

Notice & Agenda

Board of Directors Meeting

Spoonbill Courtyard Homeowners Association

Thursday, March 21, 2024 at 4:00 p.m.

At the Perico Bay Clubhouse located 701 Perico Bay Blvd. Bradenton, FL 34209

- 1) President to call the meeting to order.
- 2) Reading and approval of meeting minutes from 2/15/24
- 3) Treasurer's report
- 4) Committee reports
 - A) Landscaping
 - B) Pool
 - C) Social
 - D) Irrigation update
- 5) Old Business
 - A) Insurance Recap
 - B) Status of the roof committee research
 - C) AED Update
- 6) New Business
 - A) Bod evolution
 - B) Resale status
 - C) Agenda format
 - D) Insurance- Need to transition insurance knowledge
 - E) Accounts payable update
 - F) Status of board candidates
 - G) Mulch- landscaping
 - H) Solar lights
- 7) Board member comments
- 8) Owner comments
- 9) Motion to Adjourn

Spoonbill Homeowners Association, Inc

Board of Directors Meeting Minutes February 15, 2024 at 4:00 p.m.

1) The meeting of the Board of Directors of Spoonbill Homeowners Association, Inc., a Florida Corporation Not for Profit, was held at the Association Clubhouse, 701 Perico Bay Blvd. Bradenton, Florida 34209.

2) The meeting was called to order by Linda Henry, President, who chaired the meeting. Also present was Joe Murawski, Donna Bour- Purdy, Pete Hallett, & Wayne McGhie. Also present representing ResCom Management was Jeff Richardson.

3) Meeting minutes from January 18, 2024 were reviewed-

Pete Hallett made a motion to approve the minutes from January 18, 2024. The motion was seconded by Wayne McGhie. Motion carried 5-0.

4) New Business

A) New boardwalk- The new boardwalk is complete. Go check it out!

B) Bulletin boards- Instead of buying new bulletin boards it was discussed to just try and fix the existing bulletin boards.

C) BOD evolution- Linda Henry & Joe Murawski both announced that they would be resigning from the board after the April annual owners meeting.

D) Landscaping Update- It is scheduled the 1st Tuesday of every month for a walk around the community with members of the landscape committee and Brightview. There was also a discussion on mulching the community in the fall but several owners wanted to make sure that the mulching would be done by a paid vendor not by the owners. There is a diseased palm that has a bird building a nest. It was discussed to have the diseased palm removed before the bird lays eggs. If the bird does happen to lay eggs before the tree is removed, the association would not be able to remove it until the babies are old enough to fly, which could be several months. No decision was made about removing the tree but the landscaping committee would follow up with BrightView.

E) AED update-Donna Bour -Purdy volunteered to help get the AED set up and to get trained. The AED will be set up in the ladies bathroom at the pool.

- F) Social Committee- January & February social events have all been well attended. The next scheduled event is the clubhouse party on Tuesday, February 20, 2024.
- G) Master board update- The grand opening of the West Boardwalk was a huge success. The new boardwalk is accessible to all residents .The Master Board is continuing to work on water, landscape and additional seating for the boardwalk.

5) Adjournment

With there being no further business before the Board of Directors, Pete Hallett made a motion to adjourn the meeting and it was seconded by Joe Murawski. The meeting was adjourned at 5:10 p.m.

Meeting Minutes Prepared By
ResCom Management

**SPOONBILL COURTYARD HOMES
ASSOCIATION, INC.**

BALANCE SHEET

As of: 02/29/2024

Assets

Account #	Account Name	Total
1010	Cadence Checking	\$48,369.07
1017	Cadence Reserve Account	\$68,184.37
1071	Petty Cash- Joseph Murawski	\$200.00
1100	Misc Receivable	\$50.00
1210	Assessments	\$800.00
1211	Flood Insurance Receivable	(\$1,056.00)
1225	2023 Special assessment Rec.	\$86.40
1310	Statewide Property Insurance	\$97,500.01
1500	CD - Cadence	\$100,000.00
	TOTAL ASSETS	\$314,133.85

Liabilities

Account #	Account Name	Total
2010	Accounts Payable	(\$692.17)
2015	Accrued Expenses	\$4,536.00
2130	Prepaid Assessments	\$11,051.93
2300	Insurance Payable	\$66,448.27
	TOTAL LIABILITIES	\$81,344.03

Equity

Account #	Account Name	Total
3010	Reserves- Common Areas	\$133,491.64
3011	Reserves-Roads	\$32,688.18
3510	Prior Year Surplus	\$69,042.23
	Current Year Net Income/(Loss)	(\$2,432.23)
	TOTAL EQUITY	\$232,789.82
	TOTAL LIABILITIES AND EQUITY	\$314,133.85

**SPOONBILL COURTYARD HOMES ASSOCIATION,
INC.**

INCOME STATEMENT

Start: 02/01/2024 | End: 02/29/2024

Income

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Income							
4020 Assessment Income	33,600.00	33,609.67	(9.67)	67,200.00	67,219.34	(19.34)	403,316.00
4060 Late Charges	50.00	0.00	50.00	50.00	0.00	50.00	0.00
4340 Interest-Reserves 3620	0.54	0.00	0.54	1.90	0.00	1.90	0.00
Income Total	33,650.54	33,609.67	40.87	67,251.90	67,219.34	32.56	403,316.00
Total Income	33,650.54	33,609.67	40.87	67,251.90	67,219.34	32.56	403,316.00

Expense

Account	Current			Year to Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Expenses							
5010 Building Maintenance	0.00	83.33	83.33	0.00	166.66	166.66	1,000.00
6035 Grounds Repair & Maint	150.00	208.33	58.33	150.00	416.66	266.66	2,500.00
6040 Contracted Lawn Service	4,505.94	2,181.00	(2,324.94)	4,505.94	4,362.00	(143.94)	26,172.00
6060 Mulch	0.00	541.67	541.67	0.00	1,083.34	1,083.34	6,500.00
6120 Irrigation Repair	0.00	333.33	333.33	141.44	666.66	525.22	4,000.00
6160 Shrubs and Trees	0.00	1,166.67	1,166.67	0.00	2,333.34	2,333.34	14,000.00
6240 Tree Trim & Removal	0.00	235.67	235.67	0.00	471.34	471.34	2,828.00
7040 Contracted Pool Service	400.00	257.08	(142.92)	800.00	514.16	(285.84)	3,085.00
7043 Pool Permit	0.00	33.33	33.33	0.00	66.66	66.66	400.00
7050 Janitorial Service	0.00	208.33	208.33	350.00	416.66	66.66	2,500.00
7052 Pest Control	0.00	391.67	391.67	0.00	783.34	783.34	4,700.00
7080 Pool Equipment Repair	0.00	526.25	526.25	1,701.85	1,052.50	(649.35)	6,315.00
7910 Electric	899.77	850.00	(49.77)	2,715.10	1,700.00	(1,015.10)	10,200.00
7920 Water/Sewer/Trash	5,956.56	2,750.00	(3,206.56)	8,058.11	5,500.00	(2,558.11)	33,000.00
7950 Cable Services	3,005.03	2,689.75	(315.28)	5,835.38	5,379.50	(455.88)	32,277.00
8020 Management Fee	692.17	692.17	0.00	1,384.34	1,384.34	0.00	8,306.00
8025 Office Fees	0.00	250.00	250.00	169.90	500.00	330.10	3,000.00
8040 Postage	0.00	13.25	13.25	0.00	26.50	26.50	159.00
8080 CPA Services	0.00	25.00	25.00	0.00	50.00	50.00	300.00
8100 Legal Services	0.00	166.67	166.67	0.00	333.34	333.34	2,000.00
8120 Insurance	13,438.06	11,666.67	(1,771.39)	24,271.39	23,333.34	(938.05)	140,000.00
8321 Social Committee	0.00	33.33	33.33	0.00	66.66	66.66	400.00
8390 Annual Corporate Report	0.00	5.08	5.08	0.00	10.16	10.16	61.00
8411 Master Fees- Perico Bay Club	11,424.00	6,869.17	(4,554.83)	17,809.00	13,738.34	(4,070.66)	82,430.00
9150 Roads	166.67	166.67	0.00	333.34	333.34	0.00	2,000.00
9206 Common Areas Reserves	729.17	729.17	0.00	1,458.34	1,458.34	0.00	8,750.00
Expenses Total	41,367.37	33,073.59	(8,293.78)	69,684.13	66,147.18	(3,536.95)	396,883.00
Total Expense	41,367.37	33,073.59	(8,293.78)	69,684.13	66,147.18	(3,536.95)	396,883.00
Net Income	(7,716.83)	536.08	(8,252.91)	(2,432.23)	1,072.16	(3,504.39)	6,433.00

March 2024 Landscaping Committee Update

- *Dead palm was removed at the end of Sanderling
- *Bougainville bush behind 501 Woodstork has been removed.
- *Oleander bush behind 512 Woodstork has been removed
- *New sod has been laid in front of 522 Sanderling and is being watered daily.
- *New top soil and grass seed put down in front of 511 Sanderling.

We are testing both sites to determine which route to go for the rest the dead grass in our Association. The cost of the sod was approximately \$730 and the seed treatment was about \$75.

- *Still waiting for the bushes on the side of 520 Woodstork to be trimmed down.
- *Palm trimming completed by Steve with help from Joe E, Ron and Joe M(THANK YOU)
- *Mulch applied to pool area (Ron and Susan)

Our committee has noticed that Brightview is doing a much better job of trimming. The Landscaping Committee continues to be concerned about the presence of many weeds and with the weed control and grass maintenance. The committee addressed these concerns with Pierre at the March walk-thru. Unfortunately, Pierre was not forthcoming with a solution and seemed to indicate that they were doing all that they can do and that “some of these weeds just cannot be controlled or killed”. Your landscaping committee finds this unacceptable and is continuing to work on a resolution to this.

Respectfully,
Ron Zemmer
Landscaping Committee Chairperson

Social Committee Report

Great attendance and fun has been had by everyone attending our events this year. Our next event is our pizza party on Tuesday, March 19. This event will take place in the clubhouse. BYOB and a dinner fee will be determined and communicated.

Our last Ladies Lunch will be on Thursday, March 28. I believe we will stay close and go to Floridays. Watch for an email from Lesley.

Our next scheduled and last formal party of the year is Tuesday, April 9. Theme and location TBD. If the pool deck is repaired it could be a pool party. Watch for more information on this.

Linda made a request to possibly do an outing on the big paddlewheel boat on AMI. The cost is \$35 for seniors + food and beverage is Ala carte. I am going to put out a survey to determine if there is a big enough interest in this before booking. Watch for that survey soon!

Barb Knapp has booked our bunco dates for next year. She requested the second Tuesday of each month Jan~April.

I have had a request to try to schedule some of our social gatherings on a Friday or Saturday to accommodate some of our neighbors that are working. I will definitely do that for next season. I should have the dates for next season at our April meeting.

Barb Knapp is rounding up folks willing to open their homes to a house tour at the end of January 2025. Possibly Jan 28(Mon) with a rain date of Jan 29. Hitting up homes that weren't in last year's 2022 tour first (lost my notes, however). So far, Elise, Lynn, and Leslie (possibly) have agreed. Please let Barb know if your would like to participate.

Respectfully,

Susan

Master Board Report February 2024

Although I always hope you will attend a Master Board of Directors meeting, the best way to address our concerns is at the committee level. The next Water Committee meeting, which now is a combined meeting of the Lakes Committee, Water Committee and Tree & Landscape Committee, will be held at the clubhouse on February 26th at 2pm. The committees will also be reviewing the Civil Engineering report (found on the website) and working toward prioritizing future projects. They are looking for more folks to be involved and I hope you'll attend.

Below is a summary of discussions from Tuesday's Board of Directors Meeting that is not already in the board packet:

Presidents Report:

1. Recycle Bins - Manatee County is actively trying to find a successful way of recycling. Bill Finch from PBC, who has an extensive background in this area, is continuing to research options on our behalf.
2. An Insurance Committee has been formed to consult with our independent insurance broker to determine the appropriate coverages we need. The board is looking for a resident with expertise in this area to sit on this committee.

Treasurer's Report:

1. Although 2023 ended with a deficit we are headed in the right direction with the new processes in place:
 1. Finance committee monitoring expenses quarterly
 2. Expenses of more than \$1500.00 require Finance Committee authorization before BOD approval-Forms on website.
 3. Review cost savings of each budget line item.
2. We earned approximately \$8,500 in 2023 from interest in CD accounts. The BOD approved \$100,000.00 of our reserves to be placed in a 2yr CD at 4% which can be withdrawn without penalty if needed.

Boardwalk Committee:

1. Thank you to everyone who attended the ribbon cutting opening of our beautiful new boardwalk!
2. The landscaping plans are currently being finalized and the bicycle rack will be placed at the front for your convenience.
3. A gate will be placed at the top of the steps leading down to the water.

Clubhouse Committee:

1. If you are using the clubhouse, please return chairs & tables to the correct position for the next group.

2. There have been concerns of folks not being respectful to the area and the committee is reviewing the process.

Infrastructure:

1. Bids are being gathered to repair the bridge entrance to PBC.
2. New signs will be placed on the boardwalk.
3. The first speed bump is currently being repaired.

Security:

1. The new visitors gate is scheduled for repair as it's been hit two times-we have a maintenance contract.
2. There has been some difficulty with the kiosk and the software company is working to resolve it.
3. Suggestions have been made to reduce man hours at the gate and use the kiosk more as a cost savings measure.

IT: If you have not been on the PBC website lately, please go there. There is a tremendous amount of information about our community, committees, associations, etc. The website is continually updated.

Tree & Landscape Committee:

1. The TLC has been working with Brightview to develop a trimming standard process that can be repeated every 7 weeks .
2. A guideline for seagrapes to be maintained has been discussed with Brightview.
3. A University of Florida list of "Florida Friendly" plantings will be on the website soon which will help provide a guideline to reduce irrigation needs.

Water Management & Lakes Committee:

1. Please attend the meeting mentioned above if you can.
2. The Audit and As-Is projects previously discussed, although needed, have been put on hold as other concerns have taken priority and long term funding will be planned.
3. A repair of the control structure at the end of Lake 13 was requested and approved at a cost of \$4,130.
4. A request was approved to repurchase two SmartLink controllers from Waterside Assn, install two decoders, replace two solenoids and possibly replace up to two valves. Total cost requested and approved was \$2,488.00
5. The committee's agree that a joint meeting of all water related committee's has been beneficial to everyone - they are seeking volunteers.

Respectfully,
Susan Zemmer