Pelican Isle March 2015 Open Board Meeting

April 11th, 2015

Attending: Current Board Members: Dana Tate by speaker phone, Mike Couture, Glen Aycock, Linda Abel and Doris Cates

Financial Report was given by Doris Cates. The Chase Checking Account has a balance of $16,755.11 this balance includes the playground tagged money. The Savings Account has a balance of $377.58.

Doris reported to the board the Property Insurance with Rowley Insurance for the Clubhouse and Pool Area Ins. has been paid. The total was $4,145.00. The policy was reviewed and it was determined that the laundry area was covered in the policy since it was a part of the building.

 Dana stated that she was looking at our Bank Account and noticed there was a $600. Withdrawal that was made from our checking account by mistake. A man walked into a Chase Branch somewhere to make a withdrawal from his account and the teller wrote down the Account # incorrectly. Between Dana and Doris calling the Bank and Fraud Alert an investigation was done by Chase and our money was returned to our account. This was an isolated incident and Chase Bank corrected it immanently.

Dana, ask Doris to complete the 2014 budget numbers. Doris completed the budget and sent Dana a copy of Quick Books so she could conduct an Audit. Dana is reviewing the Bank Statement and it was determined that the exact totals were not matching the QuickBooks. Doris stated her numbers came from Quick Books and not from the Bank Statements. For example some checks were written in November but did not get charged to us until December. Dana said she was able to verify most of the transactions but some of them were charged to the Bank Account in a different month from when they were written. Dana will continue with the audit and verify the Budget for accuracy before posting it. When the budget is finalized it will be posted on the POA Website. Dana wants to get the Budget finalized and approved anticipating the upcoming election.

The Board had planned to work on the playground and we want to make sure there is money to cover the expenses.

A property owner ask, has the Board decided what we can do about people that are not paying their dues and try to keep our income in line with our budget. Doris asks did the Board ask the attorney if we could assess late fees to property owners that were not paying their dues. Doris also stated she was getting some Invoices back and had verified the peoples address with the Appraisal Office and it was the same address that the Invoices were mailed to. Dana said the Attorney had said they could help us with this. Dana stated we needed to file a report every year with the county stating how much they owe in POA dues that is part of the By-Laws. We have not been filling this report.

Next on the agenda was the upcoming Election. All nominations need to be back by April 11th.

The nomination form was mailed with the property owners Invoice for April. The Ballots can’t go out more than 30 days before the election. Election is MAY 16TH. Proxy must be back by May 15TH. The Proxy must have a signature and be notarized. All Ballots must be in by 10:00 am on May 16th. We will need some volunteers to help with the Election process and tabulating the Ballots. All Board members please try to be there by 9:00 am to help with getting ready for the election. Doris has prepared a book of all lot owners from Appraisal District Records. This will be used to verify each lot owners vote. A Pot Luck Dinner will be served after the Election. The meat will be supplied by the POA and we ask that everyone please bring a dish. Prizes will be given away to POA members attending. Hold on to your ticket and good luck.

Glen completed the fence around the swimming pool pump. The cost was $ 95.40 for the fence panels and post. Thank You Glen Aycock for the great job you did on the fence. Glen also purchased a Volleyball Net and Ball for $ 80.99. Glen was re-reimbursed $ 176.39.

The final draft of the Accounting Manual was presented to the Board by Doris. It was decided that no credit cards would be issued to anyone. Doris took that section out of the Manual. The Board approved the Accounting Manual.

A property owner brought to the Boards attention that two things needed to be addressed, 1st was drainage and 2nd was security. Some of the cable was down along the road coming in and needed to be repaired. The Board will look into fixing the cable so no one can drive in or out along the road area.

Drainage is the property owner’s responsibility and should be addressed with the TRWD office.

 The next meeting will be May 16th, 2015 at 10:00 am the day of the Election for the New Board of Directors. Dana made a motion to close the meeting and all Board Members present voted in favor to close the meeting.