



Sunset Village, Inc., 3401 Gandy Blvd., Pinellas Park, FL 33781

Finance Committee Meeting Minutes

Monday, July 24, at 10:00 am

In the Library and via Zoom

Join Zoom Meeting

<https://us06web.zoom.us/j/87439797228?pwd=Q1ZOZ2tVNHHhMNTThkK3hubTQyR0NOUT09>

Meeting ID: 874 3979 7228 Passcode: 301280

Dial by your location +1 305 224 1968 US

Roll Call: Committee attendees in person: Maggie Stokes, Committee Chair; Gary Thrasher, absent with cause; Committee Co-chair; Jan McCoy, Committee Secretary; Richard Thomas LCAM; Committee Attendees via Zoom: Roberta Maynard, Larry Smith, Karen Harding, absent with cause; Bill Hickey, absent; Residents in attendance: Pat Bianco 256, Royce Pauley 453, Greg Jackson via Zoom

Call to Order: Meeting was called to order at 10:08 AM by Maggie Stokes

Proof of Notice: The meeting notice was posted 48 hours in advance of the meeting as required by the Association rules and Florida Statutes on Fri., July 21, 2023, at 6:14 PM.

Approval of Minutes: Jan McCoy made a motion to accept the June 26, 2023, meeting minutes as presented. Larry Smith seconded the motion. All were in favor. The minutes were accepted.

Agenda:

1. Presentation of June 2023 Financial Statements

Income Statement:

- It was a rather non-eventful month. We ended with a positive balance of \$2,796 this month.
- Fee income will always be down due to the 723 conversions. We're making less money and interest income will be up this year because it was not budgeted for.
- Repairs and maintenance were slightly under due to timing of expenses.
- Utilities are down this month. The water bill is being worked on.
- Other Administrative - extra legal fees are a result of J. Damonte, Largay foreclosure expense.
- Extraordinary Expenses
 - Administrative Expense - bought a laptop for office supervisor.
 - Bad Debt Expense – We had accruals from prior years. We had an extra \$1,580 in depreciation expenses for Largay lot 178 which we are taking as a hit to our income statement. It is showing as an expense rather than reducing our fee income.

Reserve Accounting

- We had our \$13,333 normal monthly transfer to reserves.
- Our fixed assets will be going up as a result of the creation of a new account called Reserve Account Capitalized (for large projects such as catch basins, roadwork, perimeter wall etc.). We have removed them from the expense category and will now put them on the balance sheet where they will be capitalized and will depreciate over time.

Balance Sheet:

- A/R is down from last month primarily due to resolution of the Largay unit.
- Accrued interest income is up. New interest rates are higher.
- Pooled reserve funding remains the same.
- Accrued real estate taxes will be paid soon.

Summary:

Operating Cash	\$ 127,918
Oper. Savings	\$ 443,308
Oper. Short Term Inv.	<u>\$1,793,752</u>
Total	\$2,364,978
Total Reserves	\$ 251,385

2. Review of historical financial statements in preparation for the budgeting process (Other Income)

- Review of historical financial statements in preparation for the budgeting process (Other Income)
- Reviewed history of smaller pools of income such as gate transmitters, laundry income, water machines, etc.
- Cable income. We receive 7% quarterly of income received from Spectrum. The contract will expire in December 2023. This is on the list of things to analyze.
- Fines – levied by the board of directors. Nothing new this year to date but there is one outstanding to be collected from 2022.
- Late fees are up but we are working on reduction moving forward.
- Credit and background checks have been an active category this year. The income is offset by our expenses, but we make a few dollars on each instance.

3. Authorize Edward Jones funds transfer and review of current CDs held.

- Two CD's totaling \$400,000 matured in July. We bought two \$200,000 CDs at an interest rate of 5.25% each.
- Two CDs totaling \$400,000 will be maturing in October and one CD of \$200,000 will mature in December.
- We are still on track for an estimated interest income of \$80,000 for the year.
- A new spreadsheet for the two savings accounts at Edward Jones was created. The account is currently earning 2.25%. Estimated interest earnings are \$9,500 on operating and \$5,200 on the reserve account. This figure does not take into account any spending from the account. The final numbers may likely be lower.
- Reviewed Edward Jones settlement sheet which reflects the transaction amount, trade date, rates, confirms money is insured etc.

- Our FDIC insurance coverage maximum allowance in the Edward Jones Insured Bank Deposit Program is being increased from \$2.5 million to \$5 million effective August 17, 2023.
- 4 mobile homes are being installed this month with two more coming which means we will be receiving income for 6 new shares and the purchase price for the shares.

The Popular bank account was discussed because the interest rate is so low. We cannot change this account as all of our monthly maintenance & rental fees automatic payments (ACH) are deposited into this account from our residents as well as automatic payments.

Motion: Larry Smith made a motion to authorize Maggie Stokes to request the Board of Directors authorize the transfer of \$13,333.33 from the Popular Bank Operating Account to the Edward Jones Reserve Insured Bank Deposit account for the full funding according to our 2023 budget. Motion was seconded by Roberta Maynard. Motion passed unanimously.

Larry Smith motioned to adjourn the meeting at 10:45 AM; seconded by Roberta Maynard. All were in favor. Motion carried and meeting was adjourned.