



**Deer Run Homeowners Association #7A
The Terraces HOA Board Meeting
Wednesday, November 9, 2022**

Board Members present: Gene Mills, Jenifer Cheney, Matthew Starchak, Betty Spangler

Guests Present: (via Zoom): None

Meeting was called to order by Gene Mills at 7:31 PM.

Secretary's Report:

- **Minutes of the October 11, 2022 meeting have already been read and approved by the Board.**

The Minutes are available on the website: www.theterracesatdeerrun.com.

Treasurer's Report:

Betty Spangler, Treasurer, reported: Beginning balance for October 1, 2022 was \$6,869.00.

- No Income.
- Extraordinary expenses for October: Awards - \$135.00 (Halloween Contest); Miscellaneous - \$583.86 (replacement Christmas decorations / clean Santa suit); Office Supplies -\$57.83 (hooks for storage unit); Storage - \$1,254.58 (includes refund).
- Total expenses for October: \$2,380.52.
- Ending Balance for October 31, 2022: \$4,488.48, with all bills paid.
- \$10,155.90 CD is reported under "Contingency" on all Treasurer's Reports. Betty and Gene met with Wells Fargo. Transferring fund to Money Market account would not generate as much interest as renewing current CD.
- **Outstanding Assessments - 2022:**

Betty reported that there is one remaining lien: 1374 Bridlebrook Drive.

Treasurer's report was approved as written.

Old Business:

- **Painting Criteria – Redesign Architectural Application Form**

Subject tabled for now. Schedule meeting to include Jen, Betty and Mike to discuss parameters for Board approval.

- **Storage Unit**

Salvageable inventory was removed and relocated to new Public Storage facility at 5215 Red Bud Road, Winter Springs.

New Business:

- **Approve 2023 Proposed Budget**

Betty Spangler presented the Proposed Budget for 2023. She stated that the Budget was similar to 2021, with the exception of extraordinary expenses for relocation of storage unit, increase general liability insurance and replacement of most decorations due to damage caused by Hurricane Ian. **She sent a comparison Budget to Board members for review prior to meeting, comparing actual expenses for January through October, 2022 to the proposed budget. At the Board meeting, she explained how she calculated proposed budget, which indicated a net "loss" of \$2,460.00 for 2023.**

After review and discussion, the Proposed Budget was revised, reducing the Estoppel Fees \$200.00 (increases net loss); reducing Awards \$450.00 (decreases net loss--no meeting attendance awards, no gifts to Firemen or Santa, and no gift bags at Christmas event); reducing Postage \$100.00 (decreases net loss—no postage for return mailings of Assessment). Revised Proposed Budget – 2023 reflects a net "loss" of \$2,120.00.

BOARD APPROVED 2023 Budget as revised.

- **Approve Annual 2023 Assessment**

Betty stated that the annual assessment notice will be mailed on December 1, 2022 to all homeowners. This mailing will include: (1) 2023 Assessment Amount; (2) 2023 Proposed Budget; (3) 2023 Proxy Vote; and (4) Homeowner Information Form.

After the Proposed 2023 Budget was reviewed, **revised** and approved, the Board discussed determination of assessment. In consideration of the uncertain economy for the upcoming year, the Board discussed the advantages of NOT increasing the annual assessment which was \$110.00 for 2022. Even though the Proposed Budget indicates a net loss of approximately \$1,120.00, the Board was made aware that there would be enough reserves to cover this loss, without negatively impacting the quality of activities proposed.

BOARD APPROVED, the Annual Assessment for 2023 at \$110.00.

- **Approve Stamped Self-Addressed Return Envelopes**

Discussion of advantages and disadvantages of including a self-addressed, stamped envelope in annual mailings for the return of Ballots and Homeowner Information. Advantage. **It was agreed that paying the assessment was "mandatory" and that**

homeowners would have to respond even if a return stamped, self-address envelope was not included, resulting in a savings of \$195.60.

The Board agreed that a container would be located at 1324 Bridlebrook (Betty Spangler's home) for those wishing to hand-deliver payment and ballots. Information for this process will be included in the annual Assessment mailing.

- **Approve Nominations for 2023 Slate of Officers**

Gene presented the proposed Slate of Officers for the 2023 Year. Proxy Ballots will be sent to all homeowners for return of their official votes. Proxy nominations are for the following Board of Directors' positions:

President - Gene Mills
Vice President – Jenifer Cheney
Secretary – Matthew Starchak
Treasurer – Betty Spangler

BOARD APPROVED nominations for 2023 Board of Directors as follows:

President - Gene Mills
Vice President – Jenifer Cheney
Secretary – Matthew Starchak
Treasurer – Betty Spangler

- **Annual Meeting January 10, 2023**

In compliance with the Deer Run HOA #7's By-Laws, the HOA is required to hold an Annual Meeting. An official count of proxy votes is announced at this meeting, and nominees will be officially elected to the Board of Directors for the year 2023. Also an official count of approvals of the 2023 Budget will be announced.

This Annual Meeting is scheduled for the second Tuesday in January of the new year (January 10, 2023). It is important to encourage as many residents as possible to participate.

Discussion on offering enhanced door prizes as an incentive for attendance. Prizes suggested:

It was agreed not to offer gifts for those participating in Annual ZOOM meeting, resulting in a savings of approximately \$150.00.

- **Decorating Front Entrances**

Discussion on who would be responsible for decorating the front entrances and when they should be put up and taken down. Need a schedule.

It was agreed that this responsibility is difficult and requires additional help. Jen will contact people and possibly post to social media about volunteers. Mike and Karen

Scothie volunteered to help where they are needed. Jen will contact Chelsea to let her know the Board is soliciting extra help, if she needs it, and that Mike and Karen have also volunteered.

Betty stated that sometimes there is a need for more technical help...such as for lighting.

Also discussed was securing decorations from being stolen. There are bicycle chains available in storage that can be used, and Gene may have more in his garage.

- **Signage**

Discussion on what signs need to be replaced. I was agreed that most just need to be cleaned.

Activities Committee

- **Halloween Decorating Contest Winners:**

1 st Place - \$30.00	Bryan & Diana Long	344 Copperstone
2 nd Place - \$20.00	Chelsea Desrosiers	1453 Bridlebrook
3 rd Place – \$15.00	David & Beth Wilson	345 Copperstone
Honorable Mention	Steven Charnas	1436 Bridlebrook

Jen thanked participants and posted on Facebook and Nextdoor.

Have people post photos to social media in future to promote.

- **Movie Night – Saturday, November 12th, 5 PM**

- Postponing until after the holiday / hurricane season.

- **Holiday Party (Tuesday, December 13th)**

- Update holiday party into a Holiday Movie Night
- Possible investment in popcorn machine, save money on fire truck and Santa fees
- No gift bags, snacks instead
- Popcorn, Soda, Hot chocolate paid for by HOA
- Look for volunteers for snacks on social media
- Jen/Matt will post on Facebook and Nextdoor
- ~~“Santa” comes at 7:00 pm.~~ Betty to call Seminole to cancel Fire Truck.
- Event will be held at Matt and Jen’s home at 340 Copperstone.

BOARD APPROVED, expenditure for purchase Paper Products (tablecloths, napkins, plates, cups, etc.), Hot Cocoa, Drinks

▪ **Holiday Lighting Contest**

- Date: Sunday Night, December 18, 2022.
- Matt will check condition of Lighting Contest **announcement, and 1st, 2nd, 3rd place and honorable mention winner signs** and assess if they need to be replaced. **He will create new Holiday Movie Night signs.**
- Judges: Karen and Mike Scotchie, Sam Starchak

BOARD APPROVED, expenditure of \$140.00 for the purchase of six (6) Publix gift cards: (1) \$50.00 (first prize); (1) \$35.00 (second prize); (1) \$25.00 (third prize); (3) \$10.00 (Honorable Mention).

BOARD APPROVED, expenditure to replace signage for ~~Santa Coming~~ Holiday Lighting Contest (announcing event and signs to place in yards of winners), if need. Also expenditure to create new Holiday Movie Night signs.

POA Report:

- Focusing on waterways. Terraces pond is next up to get a cleaned, **and could be as soon as February.**

Yard of the Month:

- No Awards October through March

Hospitality Committee:

- Nothing to report.
- Betty to send address to Jen of new renters on Bridlebrook.

Architecture Committee:

- 389 Copperstone – New roof (Approved).

Violations Committee:

- 1362 Bridlebrook – Untagged, disabled vehicle parked on street. **Betty** reported to Code Enforcement. **Gene will follow up with owner. Betty to provide Gene with contact information.**

Other Business:

- None

Drawing: No drawing. It was agreed to no longer offer gift cards for attendance.

.Meeting_Adjourned: 8:58 PM.

Next Meeting:

- Next meeting – Annual Meeting, January 10, 2023

Respectfully submitted,

Matthew Starchak