

PARK LAKE AT PARSONS CONDOMINIUM ASSOCIATION, INC
A Corporation Not-For-Profit

2021 Annual Meeting of the Members of The Park Lake Condominium Association

NOTICE IS HEREBY GIVEN, in accordance with the Bylaws of Park Lake At Parsons Condominium Association, Inc. and the Florida Condominium Act, that the Annual Meeting of the membership and Board of Directors meeting will be held at the following date, hour, and place stated below.

Date: November 19, 2021

Time: 7:00 PM

Place: Park Lake COA Clubhouse

2021 Annual Meeting Minutes

The order of business for the Board of Administration shall be as follows:

- I. **CALL TO ORDER: Meeting called to order by Steve Emerson, President at 7:10 pm. BOD Present Steve Emerson, Cody Powell, Ricardo Guardiola. Absent Neysa Battistini and Dan Guardiola**
- II. **PROOF OF MEETING NOTICE: Notice posted and USPS mailed on 11-3-2021**
- III. **ESTABLISHMENT OF QUORUM AND CERTIFYING OF PROXIES: Quorum established 10 attendees and 130 proxies**
- IV. **INSTALLATION OF BOARD OF DIRECTORS FOR 2021: BOD members for 2022 due to no other candidates submitted to serve on the board. Steve Emerson, Neysa Battistini; Dan Guardiola, Cody Powell, Ricardo Guardiola**
- V. **REPORTS OF OFFICERS IF ANY: Steve gave an overview of 2021 and Cody presented financial update for 2021 and budget for 2022. Motion to approve by Steve and approved by the majority present. 2nd by Cody, motion carried.**
- VI. **2021 COMMUNITY GOALS: Steve and Cody recapped improvements done in 2021 and goals for 2022.**
- VII. **NEW BUSINESS**
 - a. **Comegys Insurance Billy Martin overview Property Insurance: Billy reviewed the increase in 2022 insurance and stressed the importance of HO6 policy and amount.**
 - b. **2021 Financial Review Cody reviewed and answered any questions on income/expenses of 2021**

This notice has been posted upon the condominium property by the order of the Board of Administration and in compliance with 718.112(2)(c) F.S.

- c. 2022 Approved Budget Overview: **Cody & Steve reviewed and fielded questions on 2022 budget. No increase in 2022 for monthly COA fees**
- d. Vote to Fund or Waive Reserves: **124 voted “YES” / 6 voted “NO” to waive the reserves for 2022 to waiving reserves. Reserves will be waived in 2022**
- e. Vote of rolling over any excess funds at the end of the currently fiscal year (2021) into the budget for the next fiscal year (2022) **On Item 2 130 voted to roll over any excess funds to 2022 budget should if applicable**
- f. Open Forum – Limit to 2 minutes please
- g. Review water submetering: **Homeowners that were in attendance requested that notices be sent to tenants to advise them of water billing will starting in 2022. Janice will email notice and post each door in December 2021. Questions on how the submeter is calculated and billing with 3rd party billing company NES. Usage is by number of bedrooms and square footage of each unit.**

VIII. **ADJOURNMENT/BOD - Follow to Organization Meeting**
Motion by Ricardo to Adjourn 2nd by Cody, Meeting was adjourned at 8:20 Organization meeting followed.

Dated: November 2, 2021

By: *Janice Powell*, LCAM, Broker

This notice has been posted upon the condominium property by the order of the Board of Administration and in compliance with 718.112(2)(c) F.S.