

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

**2020 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, 2020

**Time:** 7:00 PM

**Place:** Park Lake COA Clubhouse via ZOOM

<https://zoom.us/j/91817463216?pwd=cXRvc0JGVnB3dlFZdHZackFrRXpiQT09>

Meeting ID: 918 1746 3216

Passcode: PLAP

**2020 Annual Meeting Minutes**

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

- I. CALL TO ORDER: **Meeting call to order @7:06 PM by Steve Emerson, President**
- II. ESTABLISHMENT OF QUORUM AND CERTIFYING OF PROXIES: **Certified proxies by attorney Shawn Brown/Kaye Bender Rembaum**
- III. PROOF OF MEETING NOTICE: **Notice mailed and posted per FL Stat**
- IV. INSTALLATION OF BOARD OF DIRECTORS FOR 2021: **Board seated no candidate application submitted.**
- V. REPORTS OF OFFICERS IF ANY: **Sam with DKI updated on the fire building. Adrian updated on the upcoming pool renovation that will start in Feb 2021 estimated \$30K to \$40K depending on what is discovered once the contractor removes tiles. Adrian will be updated bids for seal coat for parking. Discussion on cost and timing for water meter to interior for water bill back to owners/tenants. Cody reviewed the financial reports and based on votes all amendments were approved. Cody shared about the lost revenue of \$22,800 per year from Brandon Surgical Center. Center moved to new location.**
- VI. 2021 COMMUNITY GOALS: **Discussed water meters; updating Security Camera system; guidelines of CDC going forward due to COVID 19.**
- VII. NEW BUSINESS

**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.**

- a. 2019 CPA Financial Audit Review **Dan Raulerson CPA reviewed the annual audit for 2019; CPA confirm Association financials status meets are accounting guidelines.**
- b. Comegys Insurance Billy Martin overview Property Insurance **Billy Martin Comegys Insurance reviewed insurance and answered questions. Self-Insured was addressed by the attorney and Billy. Self-insured means UN-INSURED. Rules/Regulations will be updated with standard amount of insurance required.**
- c. 2021 Approved Budget Overview: **Cody/Steve reviewed and answered question on the 2021 approved budget. No increase in COA monthly fees. Fees have remained at rate for the past 10 years.**
- d. Vote to Fund or Waive Reserves: **Majority of membership voted to waive reserves. Reserves are funded by capital contribution each time a condo is sold. Capital Contribution equals one month's COA fee**
- e. Vote of rolling over any excess funds at the end of the currently fiscal year (2020) into the budget for the next fiscal year (2021): **Approved**
- f. Proposed Amendments to the Declaration of Condominium: **All Amendments were approved and will go into effect upon recording in the court records.**
- g. Open Forum – Limit to 2 minutes please: **Julie Lindsey discuss the application for buyer approval. Board member spoke to the process of the criminal background check and the attorney confirmed that any questionable applications are sent to his office for additional review and opinion to the board.**

VIII. ADJOURNMENT/BOD - Follow to Organization Meeting **Ricardo motion to adjourn and 2<sup>nd</sup> by Cody. Meeting adjourns @ 8:pm**

Dated: November 2, 2020  
Broker

By: Janice Powell, LCAM,

**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.**