

**BOARD OF DIRECTIONS MINUTES**  
**MOBILE MANOR Inc.**  
**October 29, 2013**  
**2 PM**

**Present:**

**Pres. Bob Martin, Sec/Treas. Kathy Holder**

**Directors: Bob Gilliland, Rick Gillispie, Raymond Pencherek**

**Absent: VP Ralph Schioppa (Knee Surgery)**  
**Gene Confalone**

**Also Present: Bonnie Gilliland**

**President Martin reported that membership has increased from 149 last year to 190 as of this date. He said 38 members would need to be present at the Community Meeting to conduct business.**

**Secretary's Report**

**Mrs. Holder reported that the By Law amendment had been mailed to the members on or about October 10, 2013. President Martin stated his concern that the wording being amended is also referenced in a different location. As the wording to be removed is exactly the same a majority of the Board felt that as the wording was identical It could be amended at the meeting.**

**Treasurer's Report**

**The balance as of October 28, 2013 is \$30,680**

**Unfinished Business**

**Hayden Contract**

**Mrs. Holder moved and it was duly seconded that the contract with Hayden & Associates be terminated as of December 31, 2013.**

**MOTION CARRIED UNANIMOUSLY**

**Community Center Use**

**A discussion took place regarding the "trial period" the Board set in the spring to allow all residents to partake of all events. The trial period was to enable non-members to experience the events at the Community Center with the hope that they would become full members.**

**Mr. Gilliland moved and it was duly seconded that the "trial period" for non-members end on November 15, 2013.**

**MOTION CARRIED (Mr. Gillespie voted No)**

The Board members agreed that while we would love to have everyone be a full member of the community the decision was theirs to make. It was also noted that if there is an extreme financial hardship they should contact Mrs. Holder to see if funds are available to offset some or all of their payments.

#### **55 and Over Community**

Mrs. Holder distributed information taken from the HUD website. It appears that MOBILE MANOR is in fact a 55 and Over Community as we meet the federal regulations. We are recognized by the State of Florida and 80% of our residents are 55 or older. We also have a register that supports that.

Mr. Gilliland moved and it was duly seconded that the register be update and new signs will be made stating that Owners and Renters must have one person in the household 55 or over.

**MOTION CARRIED**

Mr. Gilliland will update the register.

#### **Street Lighting**

Mrs. Holder stated that LCEC rates would not increase in 2014 therefore there would be no increase for those non-members who pay for their street light

#### **NEW BUSINESS**

##### **Report on Bank Services**

Mrs. Holder distributed the information she had gathered for Bank Services.

Mr. Gilliland moved and it was duly seconded that Mobile Manor appoint Sun Trust Bank for our banking needs.

**MOTION CARRIED**

##### **Report on Answering Services**

Mrs. Holder reported that she had received proposals from various companies who could provide the after hour phone service we will need. She distributed copies of the three companies she felt were the best suited for our needs and asked the other Board Members to review the proposals and we would discuss it again at the next meeting.

##### **Report on Accounting Services**

Mrs. Holder moved and it was duly seconded that Mobile Manor appoint Van Davis as our Accountant.

**MOTION CARRIED**

##### **Draft Budget**

Mrs. Holder distributed a draft budget and asked the members to review it and make changes they felt appropriate.

### **Board Vacancies**

Mr. Martin reminded everyone that a Nominating Committee will have to be appointed and he announced that he would not run for a position.

### **Report on Summer Improvements**

Mr. Martin thanked everyone who had worked over the summer. The floor in the Community Center was redone; painting and calking of the Community Center; electrical repairs at the office; pot hole repair; tree trimming and care of front of the office.

### **Other**

A fee schedule will be set for Ms. Gilliland's services regarding Notary and Estoppel letters

### **Study Items**

#### **Office Equipment/ Computer/ Pitney Bowes**

The Board agreed to continue to use Pitney Bowes for our mailings. Ms. Gilliland had received a proposal from a vendor for upgrading our computer. Mrs. Holder suggested that Mr. St. Andrews be asked to review it and make recommendations.

### **Insurance Issues**

Mrs. Holder reported that she, Vice President Schioppa and Mr. and Mrs. Gilliland had met with Johnny Dorning, an Insurance agent recommended by our auditor. He is in the process of reviewing all our policies and will make recommendations. President Martin said he had someone else he wanted to do a review. Mr. Pencherek also wanted to review the policies.

### **Trust/Emergency Account Categories**

Money place in this account will be labeled for specific items.

Mr. Pencherek wanted money earmarked for road reconstruction. Other member felt that it was difficult to accomplish due to the ownership of the roads.

It was agreed to allocate \$5000 for repairs needed in the office.

Money will also be allocated for signs for curb appeal.

Meeting Adjourned at 3:50 PM