

DRAFT
The Savoy on Palm Condominium Association, Inc.
Board of Directors Meeting Minutes

February 8, 2024

Call to Order:

The Savoy on Palm Board of Directors Meeting was held February 8, 2024 on the Third Floor of The Savoy on Palm Condominium at 401 South Palm Ave, Sarasota, Florida 34236. The meeting was called to order by Richard Rivera at 4:02 p.m.

Determination of a Quorum:

Board Members present were Richard Rivera, Leon Ellin, Abby Esformes and Bill Haraf. It was confirmed that proper proof of notice of the meeting had been conveyed.

Approval of Minutes:

- 10/5/23 Organizational Meeting Minutes
- 11/30/23 Board Meeting Minutes

1. **MOTION** – (Leon Ellin) to approve the 10/5/23 Organizational Minutes and the 11/30/23 Board Meeting minutes. Motion seconded by Abby Esformes. The motion passed unanimously.

President's Report:

Mr. Rivera gave an update on discussions he has had regarding possible easements rights between The Savoy property and the property directly to the north. He explained to the owners in attendance that he is looking into this as there are currently rumors that the parking lot property and the U.S. Garage property may be purchased by a developer, and he will continue to gather more information.

Treasurer's Report: Presented the attached report.

Building Manager's Report: Bill Veal presented the attached report.

2. **MOTION** – (Leon Ellin) to approve an expenditure not to exceed \$2,500 to complete a thorough clean up the palm trees and landscaping along the chain link fence on the north side of the property. Motion seconded by Bill Haraf. Motion approved unanimously.

Old Business: None at this time.

New Business: None at this time.

Owner Comments: None at this time

Adjournment: There being no further business, the meeting was adjourned at 4:19 p.m.

Treasurer's Report

February 8, 2024

November continued the trend of the previous ten months.

Overall expenditures continue at \$63k (10.9%) below budget. Some of this favorable comparison is due to recognition of expenses lagging and most of this will be trued up in December. The primary favorable elements are:

Income (guest suite and interest)	\$ 6k
Repairs and replacements (general provision for small repairs)	21k
Operating expenses (including timing)	18k
Insurance	12k
Utilities & misc	7k

Operating expenses and utilities may be impacted in December by truing up timing items, but in general we expect to finish the year on current trends.

As of November 30, 2023, our reserve balances were \$1,137k.

Leon Ellin

Treasurer

The Savoy on Palm Condominium Association, Inc.

**Interim Financial Statements and
Supplementary Information**

November 30, 2023

Jonathan Crick

ATTORNEY AT LAW & CERTIFIED PUBLIC ACCOUNTANT

To the Board of Directors
The Savoy on Palm Condominium Association, Inc.
Sarasota, Florida

Management is responsible for the accompanying interim financial statements of The Savoy on Palm Condominium Association, Inc., (a corporation), which comprise the balance sheet as of November 30, 2023, and the related statement of revenues and expenses for the one month and eleven months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the interim financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these interim financial statements.

The supplementary budget information is presented for purposes of additional analysis and is not a required part of the basic interim financial statements. Such information is the responsibility of management. The supplementary budget information was not subject to our compilation engagement. We have not audited or reviewed the supplementary budget information and do not express an opinion, a conclusion, nor provide any assurance on such budget information.

Management has elected to omit substantially all of the disclosures and statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the interim financial statements, they might influence the user's conclusions about the Company's financial position, results of operations and cash flows. Accordingly, the interim financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to The Savoy on Palm Condominium Association, Inc.

Jonathan Crick, Esq., CPA/ABV/CFF, PLLC
Jonathan Crick, Esq., CPA/ABV/CFF, PLLC
Bradenton, Florida

11/19/2023
Report Date

The Savoy On Palm Condominium Association., Inc.

Balance Sheet

November 30, 2023

Assets

Current Assets

First Horizon Bk-Oper Checking	\$	5,528.41
First Horizon Bk-Payroll Checking		6,637.27
First Horizon Bk-Oper MMA		138,403.36
First Horizon Bk-Rsv MMA		253,410.35
Morgan Stanley Invest-Rsv		272,765.38
First Horizon Invest-Rsv		611,090.62
Prepaid Expenses		78,217.87
Prepaid Income Tax		279.00
Due from Operating Account		156.63

Total Current Assets \$ 1,366,488.89

Fixed Assets

Furnishings & Equipment		46,236.24
Accumulated Depreciation		(41,965.00)

Total Fixed Assets 4,271.24

Other Assets

Total Other Assets 0.00

Total Assets \$ 1,370,760.13

Liabilities and Members' Equity

Current Liabilities

Accrued Wages		2,552.71
Sales & Tourist Tax Payable		93.00
Payroll Tax Payable		1,627.83
Prepaid Assessments-Oper		59,435.55
Prepaid Assessments-Rsvs		23,255.15
Due to Replacement Fund		156.63

Total Current Liabilities 87,120.87

Long-Term Liabilities

Total Long-Term Liabilities 0.00

Total Liabilities 87,120.87

Members' Equity

Undesignated Equity	(\$369,358.86)	
Transferred from Designated Equity	538,830.29	
Current Balance		<u>169,471.43</u>

Designated for Replacement Reserve Equity	1,652,998.12	
Transferred to Undesignated Equity	(538,830.29)	
Current Balance		<u>1,114,167.83</u>

Total Members' Equity 1,283,639.26

Total Liabilities & Members' Equity \$ 1,370,760.13

The Savoy on Palm Condominium Association, Inc.
Statement of Revenues and Expenses
For the One Month and Eleven Months Ended November 30, 2023

	Curr Month Actual	Curr Month Budget	Over (Under) Variance	Year to Date Actual	Year to Date Budget	Over (Under) Variance
Operating Revenues						
Maintenance Fees	\$ 52,611.17	\$ 52,611.17	0.00	\$ 578,722.83	\$ 578,722.83	0.00
Guest Suite Income	0.00	666.67	(666.67)	10,350.00	7,333.33	3,016.67
Interest Income	503.57	8.33	495.24	3,060.10	91.66	2,968.44
Other Income	0.00	8.33	(8.33)	172.30	91.66	80.64
Total Operating Revenues	<u>53,114.74</u>	<u>53,294.50</u>	<u>(179.76)</u>	<u>592,305.23</u>	<u>586,239.48</u>	<u>6,065.75</u>
Administrative Expense						
Audit & Tax Preparation	0.00	0.00	0.00	610.00	600.00	10.00
Fees, Dues, and Licenses	0.00	91.67	(91.67)	1,050.68	1,008.34	42.34
Insurance-W/C	291.00	460.00	(169.00)	2,824.00	5,060.00	(2,236.00)
Legal Fees	0.00	166.67	(166.67)	0.00	1,833.33	(1,833.33)
Management Fees	795.00	1,125.00	(330.00)	10,337.00	12,375.00	(2,038.00)
Office Supplies, Postage	390.16	150.00	240.16	1,071.49	1,650.00	(578.51)
Payroll Taxes	1,046.50	1,087.50	(41.00)	11,663.75	11,962.50	(298.75)
Social Committee Expense	0.00	125.00	(125.00)	0.00	1,375.00	(1,375.00)
Salaries & Wages	13,679.80	13,593.17	86.63	149,504.58	149,524.84	(20.26)
Total Administrative Expense	<u>16,202.46</u>	<u>16,799.01</u>	<u>(596.55)</u>	<u>177,061.50</u>	<u>185,389.01</u>	<u>(8,327.51)</u>
Building & Grounds Expense						
Elevator Contract	2,204.00	2,208.33	(4.33)	24,205.00	24,291.66	(86.66)
Equipment Contracts	4,744.00	1,116.67	3,627.33	11,940.02	12,283.33	(343.31)
Fire Alarm	32.00	183.33	(151.33)	352.00	2,016.66	(1,664.66)
Generator Fuel	0.00	83.34	(83.34)	0.00	916.67	(916.67)
Guest Suite Expense	0.00	41.66	(41.66)	91.31	458.33	(367.02)
Landscape Contract	1,150.00	1,180.00	(30.00)	12,648.00	12,980.00	(332.00)
Landscaping	0.00	666.66	(666.66)	2,407.54	7,333.33	(4,925.79)
Pest Control	256.00	250.00	6.00	2,696.00	2,750.00	(54.00)
Pool/Spa/Fountain Contract	650.00	650.00	0.00	7,150.00	7,150.00	0.00
Repairs & Replacements	5,500.75	4,583.33	917.42	29,370.46	50,416.67	(21,046.21)
Repair & Maint-Elevator	0.00	75.00	(75.00)	0.00	825.00	(825.00)
Repair & Maint-Int Plants	0.00	20.83	(20.83)	0.00	229.17	(229.17)
Repair & Maint-Pool/Spa/Fou	150.85	166.67	(15.82)	5,193.32	1,833.33	3,359.99
Repair & Maint-Fire Alarm	0.00	250.00	(250.00)	976.14	2,750.00	(1,773.86)
Repair & Maint-Landscape Ot	0.00	333.34	(333.34)	2,982.82	3,666.67	(683.85)
Repair & Maint-Window Clea	120.00	371.67	(251.67)	4,400.00	4,088.33	311.67
Supplies-Cleaning	0.00	133.33	(133.33)	857.59	1,466.67	(609.08)
Supplies-Maintenance	673.91	416.66	257.25	3,750.83	4,583.33	(832.50)
Miscellaneous Expense	0.00	83.34	(83.34)	0.00	916.67	(916.67)
Total Bldg/Grounds Exp	<u>15,481.51</u>	<u>12,814.16</u>	<u>2,667.35</u>	<u>109,021.03</u>	<u>140,955.82</u>	<u>(31,934.79)</u>

The Savoy on Palm Condominium Association, Inc.
Statement of Revenues and Expenses
For the One Month and Eleven Months Ended November 30, 2023

	Curr Month Actual	Curr Month Budget	Over (Under) Variance	Year to Date Actual	Year to Date Budget	Over (Under) Variance
Insurance Expense						
Insurance	12,843.00	13,062.50	(219.50)	131,585.00	143,687.50	(12,102.50)
Total Insurance Expense	<u>12,843.00</u>	<u>13,062.50</u>	<u>(219.50)</u>	<u>131,585.00</u>	<u>143,687.50</u>	<u>(12,102.50)</u>
Utilities						
Telephone	721.46	958.33	(236.87)	8,935.87	10,541.66	(1,605.79)
Utilities-Cable TV	1,831.16	1,791.67	39.49	19,997.69	19,708.34	289.35
Utilities-Electric	3,109.66	3,591.67	(482.01)	35,711.96	39,508.34	(3,796.38)
Utilities-Gas	400.14	666.67	(266.53)	4,394.30	7,333.33	(2,939.03)
Utilities-Water/Sewer	3,096.52	3,500.00	(403.48)	41,304.48	38,500.00	2,804.48
Utilities-Trash/Recycle	61.53	52.50	9.03	542.23	577.50	(35.27)
Total Utilities	<u>9,220.47</u>	<u>10,560.84</u>	<u>(1,340.37)</u>	<u>110,886.53</u>	<u>116,169.17</u>	<u>(5,282.64)</u>
Total Operating Expenses	<u>53,747.44</u>	<u>53,236.51</u>	<u>510.93</u>	<u>528,554.06</u>	<u>586,201.50</u>	<u>(57,647.44)</u>
Excess of Operating Revenues Over Expenses	<u>(632.70)</u>	<u>57.99</u>	<u>(690.69)</u>	<u>63,751.17</u>	<u>37.98</u>	<u>63,713.19</u>

The Savoy on Palm Condominium Association, Inc.
Statement of Revenues and Expenses
For the One Month and Eleven Months Ended November 30, 2023

	Curr Month Actual	Curr Month Budget	Over (Under) Variance	Year to Date Actual	Year to Date Budget	Over (Under) Variance
Replacement Rsv Revenues						
Maintenance Fees	20,392.53	20,392.53	0.00	224,317.87	224,317.87	0.00
Interest & Dividends	1,561.52	0.00	1,561.52	23,623.09	0.00	23,623.09
Total Repl Rsv Revenues	<u>21,954.05</u>	<u>20,392.53</u>	<u>1,561.52</u>	<u>247,940.96</u>	<u>224,317.87</u>	<u>23,623.09</u>
Replacement Rsv Expenses						
Furnishings & Equipment	0.00	0.00	0.00	16,220.94	0.00	16,220.94
Total Repl Rsv Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>16,220.94</u>	<u>0.00</u>	<u>16,220.94</u>
Excess of Replacement Reserves Revenues Over Expenses	<u>21,954.05</u>	<u>20,392.53</u>	<u>1,561.52</u>	<u>231,720.02</u>	<u>224,317.87</u>	<u>7,402.15</u>
Extraordinary Expense						
Total Extraordinary Exps	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Revenues in Excess of Expenses	<u>\$ 21,321.35</u>	<u>\$ 20,450.52</u>	<u>870.83</u>	<u>\$ 295,471.19</u>	<u>\$ 224,355.85</u>	<u>71,115.34</u>

The Savoy on Palm Condominium Association, Inc.
Building Manager's Report
2/8/2024

Fire Sprinkler Repairs (UPDATE) –

- The fire sprinkler repairs approved at the November Board meeting have been completed.

Planter Waterproofing (UPDATE) –

- After the November Board meeting, I contacted Rob Crain to discuss any alternative methods of waterproofing the planters that would prolong the need for future repairs. Rob advised that the way proposed is the best-known method for waterproofing an existing planter and that any method used must be compatible with the existing membrane product. He said there are other options (roofing type membranes) when working on a newly designed planter, but the cost is much more, and the method is still too new to know if the added expense will be beneficial many years from now. The proposal from Siesta Key Décor was signed and sent back. Jim Kernan is scheduled to be here next week with his crew leader to do another site visit. They are currently about 3 weeks out on their scheduling, but we are next in his que should the waterproofing crew be available sooner.

Elevator Damage –

- Elevator number 2 was damaged during a recent move in by a moving company. The owner and the moving company were notified of the damage. The moving company requested a price to repair. A proposal for repair was requested and received from Retro-Elevator to replace the damaged stainless-steel panels (\$3,966). The moving company sent payment for the repair to The Savoy. Retro Elevator will be completing repairs soon. At the time the proposal was received they were 14-16 weeks out on their repair schedule. I am still waiting on a scheduled date to complete the repairs.

Lobby Marble Polishing –

- The main lobby and second floor lobby marble floor polishing was completed last week. This is a routine maintenance item that we typically do every three to four years. Unique Marble Restoration happened to be doing some work for an owner in the building and offered to do the work for slightly less than he charged in 2020 (\$3,400).

Landscape Clean Up –

- I met with Brendan from Grant's Gardens to discuss the clean-up of the area north of the chain link fence on the north side of the property. Brendan gave me a not to exceed price of \$2,500 to clean up the area and trim all palms along the fence, remove all

The Savoy on Palm Condominium Association, Inc.
Building Manager's Report
2/8/2024

debris, and mow. The not to exceed is due to the fact there are several palms that are too tall for his crew to trim and clean and will need to be done by their tree trimming contractor. Once the clean-up is completed, Grant's will include maintenance of the area at no additional charge to our monthly contract price.

New Housekeeper –

- Linda Henderson started on 1/29/24. Her schedule is from 8 a.m. to 1 p.m. Monday through Friday. She is working out very well.

Respectfully Submitted,

Bill Veal