

**SOUTHEASTER, INC.**  
**BOARD OF DIRECTOR'S MEETING MINUTES**  
**FEBRUARY 10, 2024**

The Southeaster, Inc. held a Board of Director's meeting on Saturday, February 10, 2024, in the recreation room of the Southeaster Condominium, 4841 Saxon Drive, New Smyrna Beach, Florida. Notice of the meeting was duly posted on the Association property at least 3 days in advance. A quorum of the board was established and Skip Jewett, President called the meeting to order at 9:00 a.m. Directors present were Skip Jewett, President; Linda Breum, Vice-President; Jerry Rauterkus, Director. Mark Chase, Treasurer; Rob Schwarz, Secretary; Blake Thomas, Director; Keith Ellis, Director and Steve Howard, Director, were present via conference call. Frank Melton, Director, was absent.

Linda Breum moved to approve the minutes of the November 4, 2023, Budget Meeting-Special Assessment Meeting which motion was seconded and unanimously approved. Steve Howard moved to approve the Organizational Meeting of the Board minutes which motion was seconded and unanimously approved.

Mark Chase, Treasurer: See attached.

Manager's Report: Both tennis court fences are complete. Miscellaneous concrete repairs are still in process. Both the tennis court fences, and the concrete repair expenses will be covered by money from the recent special assessment.

Landscape Improvement update – Terrascape planted some winter annuals at the front entrance. Terrascape will be preparing a few options for both entrances as well as courtyard E and parking lot B. Terrascape is working on pricing and once received will forward to the board for their review and approval. These improvements would be scheduled in late spring.

United Engineering Consultants, Inc., have been retained to perform the Structural Integrity Building Inspection. This inspection is expected to begin sometime in August. The cost for this inspection is \$6600 and this will be covered by money from the recent Special Assessment.

Custom Reserves, LLC, have been retained to perform the Structural Integrity Reserve Study. They are in the process of completing this study and we should receive the study by May. The cost of this study is \$6400 and this will be covered by money from the recent Special Assessment.

Dan Johnson, E105 owner, sent the board a request to modify the pool fence and offered to pay for the modification. Blake Thomas moved to accept the pool modification requested by the E105 owner as this was requested by them during the fence installation but there was no time for modifications due to the timeframe required to complete the installation. The motion was seconded by Jerry Rauterkus. The vote was taken with Skip Jewett voting no; Linda Breum voting no; Rob Schwarz voting no; Mark Chase voting yes; Jerry Rauterkus voting yes; Steve Howard voting no; Keith Ellis voting no and Blake Thomas voting yes. The motion fails with five no and 3 yes.

The next regular Board of Director's meeting is scheduled for May 25, 2024, at 9:00 am in the recreation room.

Skip Jewett moved to adjourn which motion was seconded and unanimously approved. The meeting was adjourned at 10:05 a.m.

Robert Schwarz  
Secretary, Southeaster, Inc.

All,

Southeaster BOD Meeting 2/10/24  
Treasurer's Report

2023 FINANCIAL PERFORMANCE THROUGH 12/31/23:

Year End(YE) association income through December 31, 2023 was \$901,863.34; \$313,123.34 over budget — (\$308,000 of which was a special assessment, \$9416.58 was non budgeted interest income, and 2129.70 from fraud recovery).

YE 2023 expenses through December 31, 2023 totaled \$868,524.39; \$279,784.39 over budget (includes \$83,160.00 allocated to reserves from association dues).

YE 2023 net income through December 31, 2023 was \$26,052.07 (including the special assessment, transfer to reserves, and check fraud recovery of \$2129.70).

INCOME VARIANCES:

Special Assessment to make up for projected 2023 operating deficit and unanticipated reserve shortfalls — +\$308,000 (over budget)

Rental income from assn owned unit C202 — <\$3924.69> (under budget)

Check fraud recovery — + \$2129.70 (over budget)

Interest income — + \$9416.58 (over budget)

Laundry income — <\$768.55> (under budget)

EXPENSE VARIANCES:

BUILDING OPERATING EXPENSES: <\$63,509.20> (over budget

Water, Sewer, Irrigation — <\$13,294.85> (over budget) extra water usage related to storm damage restoration and repairs.

Seawall Repair — <\$50,000> expensed through operating account. Transferred to reserve account in June.

GROUNDS OPERATING EXPENSES: <\$81,899.63> (over budget)

Courtyard Landscaping/Pavers: <\$72,827.92> (over budget) storm damage repair. Expensed through operating account. \$66,126.76 transferred to seawall reserves in December.

Trash Removal: +\$6408.88 (under budget) — new contract

UNITC-202: + \$2440.70 (under budget)

PAYROLL EXPENSES: <\$4451.13> (over budget) Maintenance Gross and Social Security

INSURANCE: <\$73,202> (over budget)

Property and Casualty: <\$72,832> (over budget)

OFFICE & ADMIN: ok overall

POOL/DECK: <\$9069.38> (over budget)

Chemicals: <\$2675.62> (over budget)

Deck & Furniture & Equipment Repair: <\$6393.70> (over budget) storm related repairs

RECREATION: <\$1072.99> (over budget)

Tennis/Shuffleboard: <\$1293.00> (over budget) general repairs

CASH POSITION: (as of 12/31/22) — \$517,624 CASH POSITION: (as of 12/31/23) — \$443,418.64

#### 2023 OPERATING ACCOUNT:

December 31,2022 balance: \$52,819

December 31,2023 balance: \$61,365.33

#### 2023 RESERVE ACCOUNT:

December 31,2022 balance: \$464,805.65

#### ADDITIONS:

\$195,995.45 (insurance premium repayments from operating account.)

\$83,160.00 (from assn dues.)

\$50,000 from operating account to seawall reserve account - June



\$66,126.76 from operating account to seawall reserve account - December

\$150,000 transferred from money market account - 10/25/23

\$4901.35 - 2023 interest

SUBTRACTIONS:

Check# 1172 - \$10,711.14 (1/5/23) to Tim's Home Repair (beach stairs and seawall restoration)

Check# 1173 - \$750.00 (1/5/23) to United Engineering (inspection of seawall restoration work)

Check# 1174 - \$9413.18 (1/13/23) to Tim's Home Repair (beach stairs and seawall restoration)

Check# 1175 - \$5000.00 (1/13/23) to Tim's Home Repair (beach stairs and seawall restoration)

Check# 1176 - \$104,397.05 (1/18/23) to IOA (property insurance)

Check# 1177 - \$10,000.00 (1/25/23) to Tim's Home Repair (beach stairs and seawall restoration)

Check# 1178 - \$78,852.00 (1/25/23) to IOA (property insurance)

Check# 1179 - \$30,684.25 (2/4/23) to Ace Enterprises (concrete restoration work and seawall repairs)

Check# 1180 - \$3100.00 (2/7/23) to Tim's Home Repair (beach stairs and seawall restoration)

Check# 1181 - \$13,680.00 (2/14/23) to Ace Enterprises (concrete restoration work and seawall repairs)

Check# 1182 - \$481.00 (2/24/23) to Ace Enterprises (concrete restoration and seawall repairs)

Check# 1183 - \$4275.00 (4/27/23) to W. Davis, LLC (Bldg F roof repair from hurricane damage)

Check# 1184 - \$26,840.00 (5/17/23) to Terra-Scape Enterprises (storm damage repair)

Check# 1185 - \$15,639.01 (5/25/23) to Ace Enterprises (storm damage repair to seawall and concrete restoration)

Check# 1186 - \$12,741.00 (6/1/23) to Hartford Fire Ins. Inc. (flood insurance premium)

Check# 1187 - \$750.00 (6/6/23) to United Engineering (seawall repair engineering)

Check# 1188 - \$80,000.00 (10/26/23) to Davis Construction Services (roof replacement Bldg A)

Check# 1189 - \$2693.81 (11/21/23) to Rock Solid Resurfacing (beach stairs repairs)

Check# 1190 - \$77,413.00 (12/14/23) to Davis Construction Services (roof replacement Bldg A)

\$370,000 transferred to open Money Market Account 8/22/23

\$50,000 transferred to Money Market Account 12/4/23

December 31, 2023 Balance Reserve Checking: \$107,538.08

#### 2023 MONEY MARKET ACCOUNT

December 31, 2022 Balance: \$0

Deposits: \$420,000

Withdrawals: \$150,000

2023 Interest: \$4515.23

December 31, 2023 Balance Money Market: \$274,515.23

Total Reserve Balance as of 12/31/23: \$382,053.31

PREPAID MAINTENANCE FEES: \$49,331.45

PREPAID INSURANCE: \$6375.00

PREPAID TERMITE BOND: \$1530.41