

**AMERICAN CONDOMINIUM PARK-ZEPHYRHILLS**  
**BOARD MEETING MINUTES**  
**DECEMBER 9, 2024**

1. CALL TO ORDER:

The December 9, 2024, meeting of the board was called to order at 9:00 A.M. by President Judy Hehn, followed by the pledge of allegiance. Sandi LaBonte gave the prayer.

2. ROLL CALL:

Roll call was taken by Secretary Patti Bush. All board members were present.

3. READING OF THE MINUTES:

Patti Bush made a motion to accept the November 11, 2024, minutes as posted on the webpage and the Bulletin Board. Seconded by Peter Grant. Motion carried 5 Ayes.

4. CORRESPONDENCE: NONE

5. TREASURER REPORT:

Operating Fund Ending Balance: \$101,585.57 (as of November 30, 2024)

Reserve Fund Ending Balance: \$515,190.63 (as of November 30, 2024)

Complete Treasurer's report is attached and posted on Website and Bulletin Board.

Peter Grant made a motion to approve the treasurer's report. Seconded by Bob Swope. Motion carried 5 Ayes.

Brian also reported that between 2011 and 2015 a total of \$10,053.46 in condo fees was never collected due to residents selling or passing away. This amount needs to be taken out of the treasure's books.

Bob Swope made a motion to remove this amount from the books. Seconded by Brian Hutchinson. Motion carried 5 Ayes

6. REPORT OF ASSOCIATION OFFICE:

Brian Hutchinson – Reminded residents that Work Order/Property Alteration Forms have to been filled out in the office before repairs or changes on your home can be made.

Patti Bush – Reminded everyone needs to check in or out of the office when they come back or leave for an extended amount of time. With an election coming up we need to know where to send the voting information.

Peter Grant – Reminded residents there will be 3 positions open on the Board this year and the applications need to be in the office by January 29, 2025.

11. TRANSFER OF SALE: NONE THIS MONTH

12. PARK BUSINESS:

Next Monthly Board Meeting will be on Monday January 13, 2025, at 9:00 A.M.

13. VOLUNTEER COMMITTEE ASSIGNMENTS:

Hurricane Shelter Committee – Joe Freeman – not present, no report

14. TOWN HALL TO FOLLOW:

Starting 10 minutes after adjournment.

15. ADJOURNMENT:

Brian Hutchinson made the motion to adjourn at 9:23 A.M. Seconded by Bob Swope. Motion carried 5 Ayes.



Bob Swope

ASST. SECRETARY FOR THE BOARD OF DIRECTORS – ACP-Z