

George Niel

From: Dick Bayles [rubayles@verizon.net]
Sent: Tuesday, January 31, 2012 4:02 AM
To: 'George Niel'; 'Bill Whitman'; 'Dick Bayles'; 'Henry Rhodes'; 'Jack Jost'; 'James Bagley'; 'Larry Lawrence'; 'Norm Olshansky'; 'Norman Olshansky'; 'Ronald Deanna'; 'Tara Iamb'; 'Barbara Pendrell'; 'Bill Donaldson'; 'Dan Radman'; 'David Lewis'; 'David Steves'; 'Frank Oxarrat'; 'Graeme Murray'; 'Harold Zimmerman'; 'Jay Rock'; 'Karl Maggard'; 'Karl Maggard'; 'Nate Richards'; 'Norman Olshansky'; 'Pam Truitt'; 'Patricia Decker'; 'Robert Windom MD'; 'Rudy Blohn'; 'Terry Black'
Subject: RE: Treasurer's Report Year Ending December 31, 2011 - Final Version
Attachments: LMA 201112 Treasurers Report.pdf

One last version. I neglected to discuss the 7165 - Road Repairs & Maintenance and 7169 - Addition to Road Reserve accounts.

Dick B.

From: George Niel [<mailto:George@argusmgmt.com>]
Sent: Monday, January 30, 2012 9:48 AM
To: 'Bill Whitman'; 'Dick Bayles'; 'Henry Rhodes'; 'Jack Jost'; 'James Bagley'; 'Larry Lawrence'; 'Norm Olshansky'; 'Norman Olshansky'; 'Ronald Deanna'; 'Tara Iamb'; 'Barbara Pendrell'; 'Bill Donaldson'; 'Dan Radman'; 'David Lewis'; 'David Steves'; 'Frank Oxarrat'; 'Graeme Murray'; 'Harold Zimmerman'; 'Jay Rock'; 'Karl Maggard'; 'Karl Maggard'; 'Nate Richards'; 'Norman Olshansky'; 'Pam Truitt'; 'Patricia Decker'; 'Robert Windom MD'; 'Rudy Blohn'; 'Terry Black'
Subject: Treasurer's Report Year Ending December 31, 2011

Everyone:

Please find attached the Treasurer's report for year ending December 31, 2011.

George


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Version: 10.0.1416 / Virus Database: 2109/4777 - Release Date: 01/30/12

THE LANDINGS MANAGEMENT ASSOCIATION, INC.

TO: LMA Board of Directors

FROM: R. Bayles 

SUBJECT: Treasurers Report for Year Ending December 31, 2011

DATE: January 30, 2012

Treasurer's Report for Year Ending December 31, 2011

We have ended the year with an adjusted addition to surplus of 25,356. The attached spreadsheet documents the differences between the reported financials that show a \$95,909 addition to surplus and the adjusted amount.

Some adjustments derive from commitments made in 2011 that have not been accounted for in 2011 because they were not substantially completed in 2011. Below is an explanation of the significant variances in and adjustments to 2011's reported results.

SIGNIFICANT ANNUAL VARIANCES

Account	Change	Explanation
7120 – Grounds Contract	(3,800)	The variance in this and related accounts (7125 – Chemical Treatment, 9240 – C&D Grounds Contract and 9260 – C&D Chemical Treatment) result in no variance and arise from a difference between the budgeted split of Raber's invoice and the booked split. This will be corrected in 2012.
7130 – Landscaping	(13,530)	Completion of the entrance landscaping in 2011 rather than 2012.
7140 – Tree Trimming	(5,535)	Palms were not trimmed this year.
7155 – Sprinkler/Irrigation Repairs	4,994	Repairs exceeded budgeted amount.
9230 – C&D Landscaping	(16,521)	Reflects charging 50% of the main entrance landscaping to the C&D account.
7175 – Drainage	(7,528)	Correction of the Kestral Park Way N drainage problem was deferred to

Account	Change	Explanation
		and budgeted in 2012.
7178 – Storm Sewer Repair	(10,000)	No storm sewer repairs were required in 2011.
7520 – Electric	(15,832)	Anticipated rate increase was not implemented.
7720 – Guardhouse Maintenance	(12,139)	\$8,000 of this budget was moved to 7888 – Aesthetics and budgeted painting was done in 2010.
7725 – Security Main Gate & 7730 – Roving Patrol	16,262	Contract changes made in September 2010 were not reflected in the 2011 budget. The difference is essentially the sales tax on security services.
7735 – Security Other	7,660	Mainly the \$5,885 purchase of the speed monitor. Also installation of video camera and audio at Main Gate, replacement of two monitors, upgrade of GateSure system, upgraded video recorder and improved monitoring of South Gate.
7740 – Gates Maintenance	7,305	\$8,000 to replace the electronics in the North Gate exit lane.
7745 – Signage & Miscellaneous	(6,858)	\$4,000 moved to 7888 – Aesthetics; other expenses lower than anticipated.
7820 – Legal/Professional	(4,465)	Non-litigation legal expense lower than anticipated.
7822 – Litigation Expense	(32,448)	Anticipated expense for depositions, discovery related to the ENA suit were not required due to settlement. (There will be some expense in 2012 related to closing out the case).
7886 – Communications	3,085	Expense was higher than historical amount due to Florida statute-mandated requirement related to publication of member information.

Account	Change	Explanation
		This resulted in several additional mailings. Also, additional binders were required.
7887 – Strategic Planning	4,718	Reflects costs for Realtor marketing effort and funding for the first phase of the Landings website.
7888 – Aesthetics	17,850	Reflects new entrance sign, pump enclosure and main entrance and North Gate lighting. [\$12,000 of this was moved from Signage & Maintenance and Guardhouse Maintenance.]
7890 – Bad Debt Expense	(3,463)	Losses from foreclosures less than anticipated, at least in 2011. Further losses expected in 2012.
7895 – Contingency	(10,000)	No contingency funds were expended.

2011 Summary of Operations

	Actuals		2011		Carryover to 2012	Adjusted Variance
	YTD	FORECAST	BUDGET	\$ vs. Budget		
Income						
5010 · Assessments	822,042	822,042	822,042	-	-	-
5012 · Assessment track C&D	14,848	14,848	14,848	-	-	-
5030 · Sales & Lease Fees	-	-	-	-	-	-
5040 · Other	-	-	-	-	-	-
5045 · Fines	1,028	1,027	1,800	(773)	-	(773)
5050 · Interest	2,896	2,896	2,000	896	-	896
5065 · Documents	-	-	-	-	-	-
5070 · Vehicle Decals	1,040	1,040	900	140	-	140
5090 · Carryover	(39,357)	(39,357)	(39,357)	-	-	-
Total Income	802,497	802,496	802,233	263	-	263
Expense						
7100 · Grounds						
7120 · Grounds Contract	35,990	35,990	39,790	(3,800)	-	(3,800)
7125 · Chemical Treatment	8,859	8,859	9,200	(341)	-	(341)
7130 · Landscaping	75,530	75,530	62,000	13,530	-	13,530
7140 · Tree Trimming	465	465	6,000	(5,535)	-	(5,535)
7145 · Sprinkler/Irrigation Contract	2,320	2,320	3,000	(680)	-	(680)
7155 · Sprinkler/Irrigation Repairs	10,994	10,994	6,000	4,994	-	4,994
9230 · C&D Landscaping	20,321	20,321	3,800	16,521	-	16,521
9240 · C&D Grounds Maint Contract	8,593	8,593	6,000	2,593	-	2,593
9260 · C&D Chemical Treatment	1,978	1,978	2,400	(422)	-	(422)
9280 · C&D Irrigation Maintenance	2,000	2,000	2,000	0	-	0
Total 7100 · Grounds	167,049	167,049	140,190	26,859	-	26,859
7150 · Roads						
7160 · Road Sweeping	12,000	12,000	12,000	-	-	-
7165 · Road Repairs & Maintenance	15,035	15,035	75,000	(59,965)	-	(59,965)
7169 · Addition to Road Reserve	-	-	-	-	60,000	60,000
7170 · Ditch Maintenance	-	-	2,000	(2,000)	-	(2,000)
7175 · Drainage	25,472	25,472	33,000	(7,528)	-	(7,528)
7178 · Storm Sewer Repair	-	-	10,000	(10,000)	-	(10,000)
9291 · C&D Road Repair & Maintenance	3,500	3,500	3,500	0	-	0
Total 7150 · Roads	56,008	56,008	135,500	(79,492)	60,000	(19,492)
7200 · Maintenance & Repairs						
7210 · Lighting Repairs	1,139	1,139	3,000	(1,861)	-	(1,861)
7215 · Lighting Supplies	-	-	500	(500)	-	(500)
7220 · Maintenance Supplies	3,525	3,525	4,000	(475)	-	(475)
7225 · Maintenance Man	24,333	24,333	26,214	(1,881)	-	(1,881)
7230 · Maintenance Truck	1,427	1,427	2,000	(573)	-	(573)
7235 · Wall Painting & Maintenance	-	-	-	-	-	-
9290 · C&D Lighting Repairs & Supplies	250	250	250	0	-	0
9300 · C&D Maintenance Supplies	150	150	150	-	-	-
Total 7200 · Maintenance & Repairs	30,825	30,825	36,114	(5,289)	-	-
7300 · Lakes						
7320 · Lakes	8,674	8,674	10,000	(1,326)	-	(1,326)
7340 · Fountain Maintenance - Contract	1,758	1,758	1,800	(42)	-	(42)
7345 · Fountain Maintenance - Other	8,300	8,300	7,000	1,300	-	1,300
Total 7300 · Lakes	18,732	18,732	18,800	(68)	-	-
7500 · Utilities						
7510 · Water/Sewer	568	568	1,000	(432)	-	(432)
7520 · Electric	44,168	44,168	60,000	(15,832)	-	(15,832)
9050 · C&D Electric	300	300	300	-	-	-
Total 7500 · Utilities	45,037	45,037	61,300	(16,263)	-	-
7700 · Security						
7720 · Guardhouse Maintenance	1,861	1,861	14,000	(12,139)	-	(12,139)
7723 · Janitorial Service - Guardhouse	2,299	2,299	700	1,599	-	1,599
7725 · Security Main Gate	156,162	156,162	144,600	11,562	-	11,562
7730 · Roving Patrol	65,021	65,021	60,320	4,701	-	4,701
7735 · Security-Other	24,120	24,120	16,460	7,660	-	7,660
7740 · Gates-Maintenance	15,305	15,305	8,000	7,305	-	7,305
7745 · Signage & Miscellaneous	1,142	1,142	8,000	(6,858)	-	(6,858)
Total 7700 · Security	265,908	265,908	252,080	13,828	-	-
7750 · Insurance						
7760 · Insurance	12,851	12,851	13,200	(349)	-	(349)
7765 · Damage Claims	-	-	-	-	-	-

2011 Summary of Operations

	Actuals		2011		Carryover to 2012	Adjusted Variance
	YTD	FORECAST	BUDGET	\$ vs. Budget		
9150 · C&D Insurance	300	300	300	-		
Total 7750 · Insurance	13,151	13,151	13,500	(349)		
7800 · Administration						
7820 · Legal/Professional	5,035	5,035	9,500	(4,465)		(4,465)
7822 · Litigation Expense	27,553	27,553	60,000	(32,448)		(32,448)
7825 · Accounting Services	3,500	3,500	3,600	(100)		(100)
7835 · Fees, Dues, License	61	61	61	0		0
7840 · Income Tax	-	-	600	(600)	600	-
7870 · Management Fee	38,076	38,076	38,077	(1)		(1)
7880 · Office Supplies, Postage, etc.	3,689	3,689	5,000	(1,311)		(1,311)
7882 · Document Storage	1,800	1,800	-	1,800		1,800
7885 · Landings Eagle Newsletter	9,418	9,418	9,100	318		318
7886 · Communications	5,585	5,585	2,500	3,085		3,085
7887 · Strategic Planning	2,968	2,968	1,000	1,968	2,750	4,718
7888 · Aesthetics	10,350	10,350	-	10,350	7,500	17,850
7890 · Bad Debt Expense	1,537	1,537	5,000	(3,463)		(3,463)
7892 · Property Tax	8	8	11	(3)		(3)
7895 · Contingency	-	-	10,000	(10,000)		(10,000)
9380 · C&D Administration	-	-	300	(300)		(300)
9390 · C&D Prior Year Deficit	-	-	-	-		-
Total 7800 · Administration	109,581	109,581	144,749	(35,168)	10,850	(24,318)
8000 · Natural Areas						
8010 · Nature Trail	-	-	-	-		-
8020 · Nature Preserves	-	-	-	-		-
8030 · Eagles Nest Area	-	-	-	-		-
Total 8000 · Natural Areas	-	-	-	-	-	-
Total Expense	706,290	706,290	802,233	(95,943)	70,850	(16,952)
Increase/(Decrease) of Surplus	96,207	96,206	-	96,206	(70,850)	25,356

2012 LMA ANNUAL MEMBERSHIP MEETING

- **Call to Order**
- Welcome to Presidents of Associations and all residents
- Specific rules dictated by Florida statues and LMA By-Laws which we need to follow:
 - **Determination of Quorum of those present and by proxy**
 - **Proper meeting notice**
 - **Approval of February 2011 Minutes---discussion**
 - **Nominations and Election of FOUR Directors**
 - **Nominating Committee ---our thanks to each of them for their time and support of our community!!**
 - Glen Shriberg
 - Katie Liedel
 - Ralph Ricapito
 - Ben Mayne
 - Howard Feltman
 - Norm Olshansky, Chair
 - **Committee nominations were: ask them to stand**
 - **Two new board candidates--Barbara Pendrell, Jim Stewart,**
 - **Three caniditate for re-election are Jim Bagley Bill Whitman & myself**
 - **Open for floor Nominations as permitted by LMA By-laws --**
- Presidents who have not already voted should now turn their ballots in to George Neal.
- Our vote counters tonight are **Don Leidel, Adrienne Feltman, and Ute Hargreaves**

- **A point of information** about how the election is accomplished
 - Twenty association presidents (or their designee) cast votes for their respective Association.
 - Each President has one vote for each condo or housing unit in their association
 - This year there are five candidates for four open board seats
 - The four receiving the most votes will be elected for a two year term

- While the votes are being counted we will continue with our Agenda
 - **Treasurer's Report for the year 2011**
 - **Update from the Marketing Committee regarding the website**
 - **President's Report---see notes page**
 - **Express appreciation for 2010 board members for their service during the past year and ALL they accomplished, truly amazing dedication**
 -

- **Announce election results—if available**
- **Invite new members to take a seat at the board table! (clap)**
 - **Old Business**
 - **New Business**
 - **Motion to Roll Over 2011 Net Income, if necessary (Florida Statutes requirement to avoid such funds being subject to taxes)**
 - **General Discussion—questions, comments, complaints ??**
 - Recognize Norm Olshansky for his contributions during the past two years. Career commitments prohibit him from running for reelection to the board. He has challenged the board and our processes aggressively during his tenure, which have resulted in positive changes to our processes and procedures. Many thanks for your service to the Landings community.

- **Motion to adjourn**

George Niel

From: karl maggard [karlm9972@gmail.com]
Sent: Friday, February 03, 2012 7:40 AM
To: george neil
Cc: henry@sqreone.com; Sara C Rhodes; George Michalopolous
Subject: Marketing Report for 2/2 LMA Board Meeting
Attachments: 02022012 MARKETING REPORT LMA BOARD MEETING.docx

George,

My wireless printer decided to 'take a vacation' about 10 minutes before the meeting last night, but I have attached the report.

Sara and George, let me know if you have any additions or corrections and I will send an amended copy to George.

Karl

No virus found in this message.

Checked by AVG - www.avg.com

Version: 10.0.1416 / Virus Database: 2109/4781 - Release Date: 02/02/12

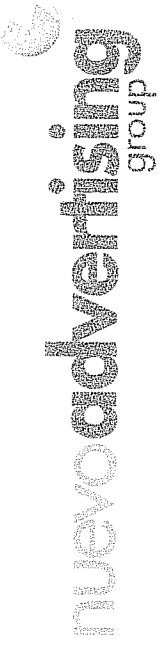
MARKETING REPORT LMA BOARD MEETING

FEBRUARY 2, 2012

1. WEB SITE UPDATE. RDD (REQUIREMENTS DEFINITION DOCUMENT) PROVIDED TO BOARD. TIMETABLE FOR PROJECT PROVIDED.
2. LANDINGS BROCHURE
 - A. PROTOTYPE PRESENTED TO LMA BOARD MEMBERS AND ASSOCIATION PRESIDENTS, REALTORS, AND RESIDENTS AT THE COMMUNITY MEETINGS ON 1/24 AND 1/25.
 - B. COMMENTS VERY POSITIVE.
 - C. INPUT INCORPORATED INTO FINAL VERSION
3. REALTORS'S RECEPTION
 - A. LANDINGS POWERPOINT PRESENTATION PROVIDED TO 29 REALTORS FROM 10 DIFFERENT SARASOTA REAL ESTATE COMPANIES.
 - B. OBJECTIVES: 1. UPDATE LANDINGS POSITIVES TO AGENTS; 2. DEMONSTRATE THE UNIQUENESS OF THE LANDINGS; 3. PROVIDE AGENTS WITH A PACKET OF TAKEAWAY MATERIAL, INCLUDING NEW LMA AND LRC BROCHURES.
 - C. FEEDBACK VERY POSITIVE.

COMMUNITY AND BUSINESS RELATIONS UPDATE

1. LETTER TO SCHOSTAK BROS DRAFTED REVIEWING THE PLANS FOR ADDITIONAL TRAFFIC LIGHT AT KESTRAL PARKWAY AND RT 41.
2. LETTER EXPLAINS THAT THE LMA BOARD IS NOT CURRENTLY PLANNING TO CLOSE THE ENTRANCE AT THE WELLS FARGO BANK.
3. BUT, LETTER ASKS FOR SUPPORT FROM SCHOSTAK TO IMPROVE THE AREA BEHIND THE SHOPPING CENTER NEAR THE MAIN GATE THAT HAS DUMPSTERS AND GARBAGE CANS CLEARLY VISIBLE TO VISITORS WHO COME THRU THE MAIN GATE.
4. 18 PHOTOS TAKEN TO SUPPORT THE CASE FOR IMPROVEMENT.



The Landings RDD 5 Key Points

February 2, 2012

Flow Diagram

- illustrate visually the flow and size of the web site
- show main landing pages and subsequent interior pages
- show Content Management System (CMS) pages
- color coding for ease of viewing
- key for admin console, forms, links etc

* Content Managed pages are pages that will be able to be modified by The Landings via the administrative console.

Functionality

- web site will be easy to use
- there will be a limited number of clicks for navigation
- discuss the administrative console and its features
- ensure web site compliancy

* An administrative console to allow an administrator to login via a web browser will provide access to make edits to the web site. The admin console will be the main dashboard to maintain the content on the web site. This is where text, images, videos, links etc. will be able to be updated.

Private Residence Area

- private, accessible only by logging in to secure area
- profile pages similar to LinkedIn or Facebook
- information available for each association
- forms/service requests available online
- for sale/garage sale feature

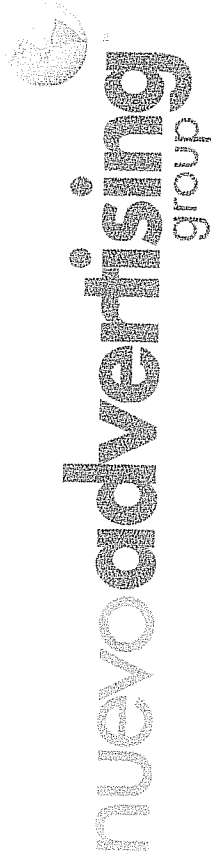
Social Media

- when the Father Son tournament occurs we will have the option to promote the event, tie into the Blog
- links to all social media present on all web pages
- use social media to drive web traffic

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Thank You



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