

Serenity Club of St Augustine
Monthly Business Meeting Minutes
October 15, 2023

- I. **Roll Call**—President Rick Hamm, Vice President Val Zukowski, Treasurer Dorothy Pelosi, Activities Director Nicholas Wilson, Secretary Marc Trollinger. Trustee AJ Stillwater, Trustee Larry Geis, Trustee Tom Prescott, one other voting member, and two non-voting non-members

The presence of a quorum is announced

- II. **Open Floor**—Nothing brought forward during open floor

III. **Reports of Officers and Committees**

- a. **President's Report**—President Rick Hamm had nothing to report
- b. **Vice President's Report**—Vice President Val Zukowski reported that there were no new members this month.
- c. **Treasurer's Report**—Total revenue in checking and money market accounts is \$76,681.66. That is \$1,746.35 over this time last year. There was an income of \$27,004.41 for the first nine months of the year, and an expense of \$28,161.52. Barbara Wilson assisted in filing any taxes that were due, bringing the club up to date on tax filing until the first month of the next year. The Club has zero tax due to St John County and City of St Augustine business taxes. All fees to the Florida Department of State have been paid.
- d. **Activities Director's Report**—Activities Director Nicholas Wilson announced that cleaning of the clubhouse has been going well. The Serenity Club also has had assistance with cleaning outside from people looking to fulfill community service hours. Activities Director Wilson has asked about where the template for t-shirts can be found with the purpose of creating more shirts for the Serenity Club to sell. He has yet to find this information out, but will continue to ask around, and will also ask Wet Tees Screen Printing if they can recreate the template from the shirts already made.
- e. **Secretary's Report**—The minutes from the last monthly business meeting were approved by the Board
- f. **Trustees' Report**—. Trustee Tom Prescott announced that the Board of Trustees convened and agreed on what their duties were with the Board. Trustee Prescott read a list that the trustees believe should be offered for discussion in regards to renovations to the building. The trustees believe that:
 - i. The membership should be emailed postings of decisions related to the renovation project, and all questions or comments about said renovation project should be brought up at a monthly business meeting,

- ii. The Serenity Club proceed with approval and discussion of the renovations with the stipulation of renovation to the pillars floor directly related to the building's structure; any renovations other than improving the structural integrity of the building will be brought up and voted on at a later time,
- iii. The possibility of a start date is either March, April or May,
- iv. The club should not shut down during renovation, but 8:30AM and 12:00PM meeting may be disturbed during renovation,
- v. Large portable lavatories should be put up during renovation,
- vi. Renovations be done by Trustee Prescott's company,
- vii. All costs related to this project will be looked over by Treasurer Pelosi,
- viii. The insurance provider for the Serenity Club be notified and that a umbrella policy should be considered in the event of someone getting injured while renovations are happening,
- ix. An early estimate of cost for materials and labor for the renovation project is approximately \$20,000.00,
- x. Tom Prescott will have total control over the project—no community service or volunteer assistance will be accepted for this project.

IV. **Old Business**—Secretary Pelosi informed the Board that she sent an email to the previous attorney that was on retainer with the Serenity Club for an accounting of funds. The attorney responded saying that she would present the accounting in person. The agreement with the attorney states that the retainer payment is non-refundable. Member John Hudson brought forward a Secretary policy for the Board to read with the purpose of bringing it to a vote of approval at the next meeting. Member Hudson also brought forward a suggested prudent operating reserve policy for board members to look over and vote on next business meeting.

V. **New Business**—Member John Hudson brought up that the Serenity Club needs to file of sales tax exemption separately from all other filing. Member John Hudson asked for the prudent operating reserve be \$25,000.00. The vote was tabled until next meeting.