

Master Activities Committee
Buttonwood Bay, Sebring FL
Minutes for the Regular Meeting

April 1, 2026

In attendance:

President Joe Knapschaefer, Treasurer Mary Ann Turcotte, Secretary Tresea Frazier, EC Member/Past President Terry Clark, Deby West Member at Large

30 Committees were represented. Cards and Games, Christmas Committee and Sunday Night Movies were not represented.

Quorum confirmed by Secretary.

The meeting was called to order by President Joe Knapschaefer at 3:00PM followed by the Pledge of Allegiance.

Opening Remarks - President Joe Knapschaefer welcomed everyone to the meeting.

Secretary's Report - Tresea Frazier. Minutes from the 11 March 2026 regular meeting were presented for approval. Tresea advised that she did have to change the wording in the minutes concerning the elected officials for 2026-2027 to satisfy the MidFlorida Credit Union. No other corrections were received. Motion to approve was made by Georgia Ellis, 50th Anniversary, and seconded by Jackie Collins, Welcome Committee. Motion carried.

Tresea noted a correction to the phone number of Joe Knapschaefer (419-305-8825) on the roster of MAC chairs she had emailed to the chairs.

Tresea advised new chairs and reminded returning chairs of the MAC Bylaws concerning absences. Two absences will result in the invalidation of your committee and will require that you submit a new committee list and officer list and ask for reinstatement. This will affect your funding and reimbursement status. Please ensure you have someone to represent your committee if you cannot attend.

Treasurer's Report - Mary Ann Turcotte. Mary Ann Turcotte advised her report is off by \$12.49 but she is working on correcting. Greg Frazier, Musicians and Singers, noted that Central Supply had a loss of \$413.82 which is a big improvement from previous years. However, it also means \$413.82 worth of supplies were taken out of Central Supply without being signed for and charged to a committee. We all need to be more diligent in reporting items taken from Central Supply.

After discussion, Karen Malott, Bunco, made the motion to approve. Jackie Collins, Welcome, seconded. Motion carried.

Executive Board Meetings – None

Additions to Agenda – New Business Item 4. Special Funding Project: Insulating the Café Roof – Greg Frazier

Old Business

1. Confirm MAC Leadership for 2025-2026 – Joe Knapschaefer (President), Vice President – Mike Repella, Secretary – Tresea Frazier, Treasurer – Mary Ann Turcotte, Assistant Treasurer – Mary Lou Clark, MAC EC Member Past President – Terry Clark, Member at Large – Deby West

2. Venue Calendars for 2026-2027 – Tresea Frazier. The calendars for November 2026-April 2027 were emailed to all Chairs for their review. Tresea thanked the Chairs who had confirmed their committee venue was correct or needed correction. She will continue to take venues throughout the summer and will email the calendars again in October.

3. Status of Special Projects discussed at the March 11, 2026, meeting and added to the 2025-2026 Budget

a. Audio Equipment (Rec. Hall) - Greg Frazier. At the March 11 meeting, a motion was made and seconded to approve \$4,000 for the purchase of 3-two channel amplifiers. Greg requested that the item be tabled until he was able to get more solid information about what to purchase. Greg reported that he had contacted two experienced individuals with this type of equipment. Based on the MAC's approval of this purchase at the March budget meeting (at the higher level of expense), he purchased the recommended equipment and it has been installed in the RH. Greg was asking for approval today of the \$1,820.00 he spent on the amplifiers and a fan which was installed in the cabinet to dissipate heat. The amount also included a new drum for the small printer which had stopped working. Motion to approve the purchase was made by Georgia Ellis, 50th, and seconded by Terry Clark, EC Past President. Motion carried.

President Joe Knapschaefer noted that the system was open during the MAC social so individuals could see what was purchased. He noted the sound system was being used during the dinner and was very good.

New Business

1. Approval of 2025-2026 Budgets – Joe Knapschaefer. Pauline Robbins, Summer Coffee, made the motion to approve the budgets. Bob LaGamba seconded the motion. Motion carried.

2. MAC Issues during May-October – Joe Knapschaefer. Joe reminded everyone that the master park calendar is authorized by Johnathan Simons, the District RV Resort Manager for Sun Communities. It is a venue reservation system, and any park resident or group can request to reserve space in the facilities. It takes precedence over any other calendar and must be considered when an individual or other groups are planning their activities, including MAC committees. This is especially important to avoid conflicts in scheduling.

Tresea Frazier added that during May-October any MAC issues that need to be brought to the MAC will be done by email.

3. Finance Training for all Chairs and Treasurers – Mary Ann Turcotte. Mary Ann advised that finance training will take place for all chairs and treasurers in November 2026 and January 2027. She said March was the worst month for reports submitted with committees using the wrong codes or no codes. She will not process any incorrect forms for payment by any committee.

4. Special Funding Project: Insulating the Café Roof – Greg Frazier. Greg reported that he and Rick Wyatt, Café Chair, recommend that a two-inch insulating foam and top metal roof be put over the current roof in the café cooking area and over the café. It is currently a single metal roof, and condensate creates mold on the inside of the café, which is not something we want in a food service area. Rick has been keeping it clean, but this is not sustainable. Greg presented a picture of the café area and two options –

Full Cover over the entire area for \$2,300
Partial Cover for \$1,300

He has a bid from Best Aluminum. They have done multiple projects in the park. The work would be completed over the summer. This project would insulate the area and radiate heat as well as reinforce the strength of the existing roof.

After discussion, Georgia Ellis, 50th made the motion to approve up to \$2,500 for the project. Kathy Patterson, Country Breakfast, seconded. Motion carried.

Greg will ask for approval for the project from Johnathan Simons, District Manager.

Other Business None

Next MAC Meeting

The next regular meeting is Wednesday, November 4th, 2026, at 3pm in the CC.

Minutes Approved as Printed or Corrected

_____ Date: _____