

Victoria Palms COA (VP)

Board of Directors Meeting / Wednesday, February 25, 2026; 6:00 p.m.

VP Clubhouse and Via Zoom

Meeting Minutes

Mission Statement: "To promote a safe and secure community, improve the grounds and facilities, and exercise financial responsibility while meeting and exceeding the needs and expectations of the Victoria Palms of Dunedin Association, owners, and residents."

#### AGENDA FOR BUDGET MEETING

##### 1 – Call to Order:

J. Elliston called the meeting to order at 6:00 p.m.

The following items were noted:

VP members attending via zoom must have their cameras turned on while attending.

A device needs to be provided at the meeting where those in attendance can view who is attending via zoom.

##### 2 – Establish Quorum:

Jeri Elliston, President – present

Wendy Brandt, Vice President - present

Daniel Anderson, Secretary – present

Chris Roed, Treasurer – present

Bruce Davidson, Director – present

Quorum established.

##### 3 – Meeting Notice Verification:

The meeting notice / agenda were posted on the VP clubhouse door Monday, 2/23/2026, and an email of the same was sent to VP members also Monday, 2/23/2026.

##### 4 – Approve Minutes of 1/28/2026 VP board meeting:

A motion was made to approve the minutes of this meeting, it was 2<sup>nd</sup>d, and approved 5-0.

##### 5 - Treasurer's Report:

It was noted that as of 2/25/2026, VP's operating account balance was \$64,975.37, and total reserve accounts (pooled, \$122,824.84; interest, \$441.24; deferred maintenance, \$47,739.52; and special assessment, \$22,935.19) total \$193,940.79.

A couple of discrepancies were noted regarding Ameri-Tech's (AT) report.

It was also noted that charges for the fountains repairs and mailbox replacement are not yet reflected in the above.

VP members who have not signed up for opting in for electronic mailing, in lieu of US post office mailing, can still do so. Opting in for electronic mailing will save VP COA postal and administrative fees. As of 2/25/2026, 35 VP members have opted in for electronic mailing. AT will send another email advising VP members how to opt in for electronic notice receipt.

#### 6 – Manager’s Report:

Delinquencies: 2 VP member accounts are at VP’s attorney for action. 3 additional VP member accounts are 90 days past due (over \$1,000 owed). There are multiple other VP member accounts that are delinquent that do not total \$1,000.

The new VP mailboxes were installed, and an attempt made to distribute the keys. Keys will be mailed to those VP members who have not picked up their keys.

A wire is laying on the ground near the mailboxes. It was tested and does appear to be live. Need to determine action on what to do with this wire.

The push button that operates the VP gates that was on the old mailboxes will be installed on the new mailboxes.

It was noted that there are ~ 10K square feet of existing VP walkways. An estimate will be obtained for replacement.

It was noted that W. Brandt donated a treadmill and gas grill to the VP COA.

The 2<sup>nd</sup> notice for the VP annual meeting was sent dated 2/23/2026. Those VP members who have opted in for electronic notices received this distribution via email, those VP members who have not opted in will receive the distribution via US mail.

The VP annual meeting is scheduled for Wednesday, 3/25/2025, starting at 6:00 p.m. Attendance may be via in person or via zoom. A quorum of 45 VP members, either in person or via proxy, must be obtained for the meeting to occur. Elections are scheduled to occur at the annual meeting. At least 18 VP member ballots must be cast for the election to be valid.

A question was asked whether 1 VP member / unit may have more than 1 registered email address ? AT to check and answer.

A question was asked whether an election ballot may vote for only 3 candidates, or must it include votes for 5 candidates ? At to check and answer.

#### 7 – Old Business:

##### 7.1 Shells in the Bike Barn:

It was suggested shells be placed on the ground within the limits of the bike barn, to cover the current dirt / sand. It was estimated 4 CY of shells at \$100 - \$110 / CY would be adequate coverage. It was proposed VP’s maintenance person perform the work. No action taken.

##### 7.2 Delinquencies:

See related discussion above under 6.

It was noted previous attempts were made to contact all VP members with delinquent accounts, except for those already forwarded to VP's attorney. 7 of 9 of those VP members previously contacted are still delinquent.

AT will review VP member delinquent accounts and possibly send letters advising members that the accounts be brought current or legal action. AT confirmed that any administrative and / or legal costs associated with delinquencies are the responsibility of the VP member for reimbursement, rather than the VP COA.

### 7.3 Sod on Side:

It was noted the Helene and Milton storms of 2024 exacerbated the ground cover within VP, especially east of the parking lot. It was estimated a pallet of sod cost \$450, and \$750 installed. Discussion included concern about placing sod with summer coming, and deferring decision on this item to the new VP board.

### 7.4 Update on Condo Documents Updates:

It was noted that 53 VP members participated in the electronic survey related to opinions on possible changes to VP's declaration, bylaws, and rules and regulations.

It is proposed that an amendment to the existing VP declaration of condominium be presented at the 3/25/2026 annual meeting for a vote. Approval requires 2/3's of VP members to vote in the affirmative. 90 additional days, after 3/25/2026, are allowable to obtain votes. If approved, the result will be fully amended declaration, bylaws, and rules and regulations. It was noted the existing VP governing documents are contradictory.

## 8 – New Business:

### 8.1 Mailbox Light:

Some VP members noted it is difficult to see the numbers on the new mailboxes at night. It was proposed that a solar light, purchased previously, be used. It was estimated that installing this light with a pole mount would cost ~ \$150.

### 8.2 Annual Meeting and Elections:

See related discussion above under 6.

It was noted the last VP annual meeting was scheduled for 6/25/2025. The meeting did not take place due to lack of a quorum (45 members required by either in person and / or proxy; 31 actual). A VP board meeting took place on 6/25/2025 to assign board positions from the existing board members.

### 8.3 Meet the Candidates:

An email was sent by AT 2/17/2026 advising VP members that this would be conducted during the VP board meeting on 2/25/2026.

F. Melch, B. Tise, A. , and M. Henkemeyer moderated this event. 8 of the 9 VP board candidates were in attendance. VP members asked questions that were answered by all the candidates in rotating order. There was a time allotment for asking and answering the questions.

#### 9 – Open Forum:

A VP member requested the landscape company take care to minimize disturbance when cutting the exacerbated ground cover between VP building 9 and the parking lot.

It was noted that VP received an email via AT from its insurance carrier dated 1/28/2026 that an inspection of VP's property had been conducted with 1 item requiring compliance (remove tree limbs over the VP clubhouse by 2/25/2026) and 1 item suggested (raise safety latch on 1 gate by the pool). The VP board contracted with A-Abco Tree Services to have the limbs removed for \$3,700. The work was completed on 2/16/2026.

It was reiterated that VP members complete a work order request via <https://victoriapalmsofdunedin.com/> for any common area items that need to be addressed.

It was reported that estimates have been received for the VP building 10 roof replacement and associated A/C work. Acoma Roofing's estimate is \$75,850 with a 20 year ND. Mauro's A/C estimate is \$14,360. Prescott Engineering will provide oversight of the work when scheduled.

#### 10 – Next Meeting:

The next meeting will be the VP annual meeting scheduled for Wednesday, 3/25/2026, which will require a quorum of VP members to take place. VP board position elections are part of this meeting.

A VP board meeting will be conducted immediately after the conclusion of the VP annual meeting to appoint board positions of the newly elected officers.

#### 11 – Adjourn:

A motion was made to adjourn the meeting, it was 2<sup>nd</sup>d, and approved 5-0. The meeting was adjourned at 8:13 p.m.