

Victoria Palms COA (VP)

Board of Directors Business Meeting | Monday, July 8, 2024 |

Via: In Person / VP Clubhouse and Zoom (recorded)

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 BUSINESS MEETING

Agenda Item 1 – Call to Order:

J. Elliston called led the meeting to order at 6:05 p.m.

1.1 Establish Quorum

Jeri Elliston, President – present
Wendy Brandt, Vice President - present
Daniel Anderson, Secretary - present / via zoom
Chris Henne Road, Treasurer – not present
Troy Terwilliger, Director – present / via zoom

Quorum established.

1.2 Meeting Notice Verification

Meeting notice was posted on the VP clubhouse front door 2 days prior to the meeting and was distributed via email.

1.3 Wave Reading of March June 12, 2024, Minutes

Approval of waving of the reading of the prior meeting(s) minutes.

Discrepancy on the agenda dates for approval of prior meeting minutes. No minutes of the 6/12/2024 meeting were available for this meeting.

1.4 Approve May 22, 2024, Minutes

Discrepancy on the agenda dates for approval of prior meeting minutes. No prior minutes approved.

Approval of meeting minutes for 5/30/2024 (if not approved at the 6/12/2024 meeting) and 6/12/2024 required.

Agenda Item 2 – Treasurers Report

No Treasurers Report given.

Agenda Item 3 – Manager’s Report / New Manager Introduction

The new property manager for VP is Ameri-Tech Community Management, Inc., 24701 US Hwy 19 N, Clearwater, FL, 33763. Ellyse Vosselmann introduced herself as Ameri-Tech’s (AT) manager for VP, phone: 727-726-8000, ext. 306; email: evosselmann@ameritechmail.com, adding Darryl Stake (??) is AT’s staff accountant, and Karen Card (??), phone ext. 507, is AT’s administrative assistant.

E. Vosselmann added:

AT will provide VP’s financials by the 10th of each month

AT has not completed the setup of the VP website

No monthly VP COA dues late fees will be charged for a couple of months

7 day advance notice is now required by FL state regulations for vendors, contracts, and / or proposals

Required minimum notice for COA board meetings remains at 2 days

Agenda Item 4 – Old Business

4.1 Tenting for Termites / Pool Closure ?

Hughes is scheduled to perform the tenting for termites for the VP clubhouse the end of July, 2024. The VP pool will be closed during the tenting. Need to check with Hughes to determine if sections of fence around the pool next to the clubhouse need to be removed for the tenting, and a contractor to do so if required.

4.2 Dryer Vent Proposals

J. Elliston read the 4 quotes received for cleaning of all the dryer vents in the VP buildings, adding T. Terwilliger has contacted all the vendors submitting proposals, and provided his recommendation. D. Anderson motioned to accept the proposal submitted by Superb Dryer Vent LLC, amount \$3,519.12. J. Elliston 2nd the motion. The motion passed 4-0.

D. Anderson asked if other old business items could be discussed. J. Elliston indicated these could not as they were not on the meeting agenda.

Agenda Item 5 – New Business

5.1 New Maintenance Person

A new maintenance person is needed as the prior has left. Potential search options were discussed. No resolution made. J. Elliston indicated current VP resident volunteers are performing maintenance activities.

5.2 Power Washing Proposals

J. Elliston indicated power washing of the buildings is required every 2 years to maintain the painting warranty, with an estimated cost of \$6,000 by Florida Pro, which will need to be included in the 2025 budget to comply with the warranty.

J. Elliston noted the following:

The VP rear gate access key needs to be operational per the Dunedin Fire Department. VP's key is in the VP storage shed. The Fire Department will need to add a lock in the chain on the rear gate for access.

A digital lock is proposed for the VP shed.

Non-VP trash is being placed at the VP dumpster.

The intent to hold a VP workshop in the near future.

Agenda Item 6 – Adjournment

J. Elliston adjourned meeting at 7:01 p.m.