

Victoria Palms COA (VP)

Board of Directors Meeting / Wednesday, January, 28, 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.

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 Sunday, 1/25/2026, and an email of the same was sent to VP members Monday, 1/26/2026.

4 – Approve Minutes of 12/16/2025 2026 Annual Budget and Board Meetings:

A motion was made to approve the minutes of these meetings, it was 2ndd, and approved 5-0.

Not on Agenda – Treasurer's Report:

The following were noted:

As of 1/28/2026, VP's operating account balance is \$51,042.80, and total reserve accounts (pooled, \$111,839.84; interest, \$227.04; deferred maintenance, \$55,768.98; and special assessment, \$22,935.19) total \$190,771.08.

A question was asked how annual golf cart parking user fees are invoiced and tracked. Ameri-Tech noted invoices for 2026 golf cart parking user fees will be sent out within the next 30 days.

It was noted current VP member delinquencies total ~ \$2,600, ~ \$1,900 of which has been forwarded to VP's attorney for collective action. Ameri-Tech noted there are more recent delinquent balances. A VP board member will make courtesy inquiries to these VP members advising of such, requesting their accounts be checked and outstanding payments made.

VP was advised by Ameri-Tech on 1/28/2026 that VP's insurance carrier performed an inspection of the VP property, noting: 1) compliance required by removing tree branch(es) and / or limb(s) hanging over the VP clubhouse, with remedial action required by 2/25/2026; and 2) compliance not required but suggested to upgrade the north gate entrance to the VP pool area to acceptable child resistive standards. Absolute Tree Company, that previously removed the trees within the pool area, has been contacted to provide a quote to address item 1 above.

There was discussion about related to how to improve the cost efficiency of VP's maintenance person, and what deferred maintenance this person can perform.

Not on Agenda – Manager's Report:

The following were noted:

There was an issue with the VP clubhouse Spectrum internet service. The repair required a new user name and password be implemented. The new internet login information is listed on the VP clubhouse bulletin board.

Notices for VP's annual meeting were sent via email for those VP members that opted in for receiving electronic notices 1/22/2026 and 1/26/2026, and regular mail for those VP members who have not opted in. The VP annual meeting is scheduled for Wednesday, 3/25/2026, at 6:00 p.m., at the VP clubhouse. All VP board of director seats are due for elections this year, for a 2 year term. The notice included a form, "Notice of Intent to be a Candidate for the Board", that must be submitted to Ameri-Tech by Friday, 2/13/2026, to be considered. Proposed candidates may submit a 1 page accompanying informational sheet to Ameri-Tech by Wednesday, 2/18/2026.

5 – Old Business:

5.1 Bikes:

Untagged bikes that were removed from the bike barn were sold for \$365. It was proposed that this money be used towards the VP clubhouse workout area. Also, some pieces of equipment at the workout area may be sold, and the proceeds used towards enhancing the workout area.

5.2 Golf Carts:

Estimates are still being obtained for electrical services to expand the golf cart parking area.

5.3 Mailbox Replacement:

The work for replacing the VP mailboxes is scheduled to begin Monday, 2/9/2026. The 1st step will be the removal of the existing mailboxes, and the expansion of the concrete pad to accommodate the new mailboxes. Ameri-Tech is seeking clarification of whether a 4' wide Americans with Disabilities Act (ADA) access is required to be incorporated into the planned concrete work. The new mailboxes are scheduled to be installed Friday, 2/13/2026. Ameri-Tech will check and answer on: 1) the above ADA issue; 2) how the new mailbox keys will be distributed, the new mailbox supplier has been provided a VP member list for assigning boxes to each unit; 3) whether mailboxes will be numbered per VP unit numbers / order of units; and 4) where will the push button that operates the gates, currently on the existing mailbox to be relocated.

5.4 Annual Meeting and Elections:
Notices for VP's annual meeting were sent via email for those VP members that opted in for receiving electronic notices 1/22/2026 and 1/26/2026, and regular mail for those VP members who have not opted in. The VP annual meeting is scheduled for Wednesday, 3/25/2026, at 6:00 p.m., at the VP clubhouse. All VP board of director seats are due for elections this year, for a 2 year term. The notice included a form, "Notice of Intent to be a Candidate for the Board", that must be submitted to Ameri-Tech by Friday, 2/13/2026, to be considered. Proposed candidates may submit a 1 page accompanying informational sheet to Ameri-Tech by Wednesday, 2/18/2026.

6 – New Business:

6.1 Approval of up to \$5,000 for Legal Expenses:
This item is related to VP's governing document proposed revisions. The VP governing document revision committee plans to send a survey to VP members to obtain input. The tentative plan is to have the survey distributed electronically, with results available for discussion at the VP annual meeting, Wednesday, 3/25/2026 (see 2nd item under Manager's Report, and 5.4, both above). It was suggested that this survey will be used by the newly elected VP board, after the VP annual meeting scheduled for 3/25/2026, to further advance any revisions to the VP governing documents. A motion was made to approve \$5,000 for legal expenses for this effort, it was 2ndd, and approved 5-0.

6.2 VP Financial Focus:
There was discussion about VP's 2026 budget. 3 Items (insurance, \$171,500; city water / sewer / trash / stormwater, \$145,000; and cable TV / internet, ~ \$70,000; total \$386,500) consume ~ 73% of VP operating budget (\$527,376). The budget item for VP's maintenance person is the next highest at \$24,500. There was discussion about related to how to improve the cost efficiency of VP's maintenance person, and what deferred maintenance this person can perform. VP members are encouraged to enter a work order via the homepage of the VP website, <https://victoriapalmsofdunedin.com/>, so items of concern can be logged and addressed.

6.3 Fountains:
Estimates of \$2,478.32 from Erwin Electric and \$1,200 from Palm Harbor & Dunedin Electric were obtained to repair the electric service for the 4 currently inoperable fountains within VP. Another estimate of \$7,876.18 from Pinellas Ponds & Waterfalls was obtained to clean and refurbish the 4 fountains after the electric work. Discussion included: 1) the proposed funding for this work is VP's deferred maintenance reserve account; 2) VP's reserve study proposes this repair later than other repairs; 3) this repair wasn't contemplated in the VP 2026 annual budget passed during 12/2026; 4) consider funding this repair via a special assessment rather than via deferred maintenance. A motion was made to approve \$9,076.18 for Palm Harbor & Dunedin Electric and Pinellas Ponds & Waterfalls to repair the fountains, it was 2ndd, and approved 3-2.

6.4 New Bank Account:
Previously the VP board discussed utilizing a bank account to gain greater interest rate than the bank used by Ameri-Tech. A VP board member will need to be a signatory on the account. It was decided to defer opening this account until after the 3/25/2026 VP board of directors election.

6.5 Nuisance Dogs:

This pertains to dogs within VP that pose a threat to others and / or generate excessive noise. It was decided that Ameri-Tech will send an email to VP members advising of this issue. After, VP members who experience a related issue can contact the Pinellas County for corrective action.

6.6 Purchase Backpack Blower:

It was noted the blower used by the VP maintenance person appears inefficient. More efficient blowers are available. Alternative blowers will be investigated and considered.

6.7 Pool Lounges:

A quote of \$791.80 from Patio Furniture Repair was obtained to refurbish 4 VP lounge chairs currently stored behind the VP shed. Jeri & Brian Elliston have offered to deliver these chairs to the vendor and pickup after the repairs, saving VP the pickup and delivery fee. There were no objections to proceeding with this. There was additional discussion of selling any excess furniture around the VP clubhouse.

7 – Open Forum:

It was noted a lawsuit has been filed against VP by a current VP board member. This was confirmed, and noted that VP's attorney advised this board member is allowed to continue to serve. The VP board is not allowed to discuss the details of the lawsuit. VP members can check the Pinellas County court website related to this issue.

8 – Next Meeting:

The next scheduled VP board meeting is Wednesday, 2/25/2026 at 6:00 p.m.

9 – Adjourn:

A motion was made to adjourn the meeting, it was 2ndd, and approved 5-0. The meeting was adjourned at 7:25 p.m.