

Victoria Palms Community Association

Board of Directors Meeting Minutes

Date: April 30, 2026

Time: 6:00 PM (Called to order 6:03 PM EST / 1803)

Location: Clubhouse / Zoom

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.”

1. Call to Order

Meeting called to order 1803 (6:03 PM EST)

2. Establish Quorum

Quorum was established.

Clarification: A quorum confirms sufficient board members are present to conduct business.

State Law: Florida Statute **718.112(2)(d)**.

3. Meeting Notice Verification

Meeting notice verified.

Clarification: Proper notice is required prior to board meetings.

State Law: Florida Statute **718.112(2)(c)** (48-hour notice requirement).

4. Approval of Prior Meeting Minutes

III. Approval of Prior Minutes

The meeting commenced shortly after the Board election; Elyse chaired the meeting. Minutes from March 25, 2026 were presented.

Motion: Jeri

Second: Bruce

Vote: Approved unanimously

Organizational Action (Officer Designations)

IV. Officer Designations

- President: Jeri
- Vice President: Wendy
- Treasurer: Elizabeth
- Secretary: Cathy
- Director: Bruce

The Board members extended congratulations to each other and their new roles. The meeting adjourned immediately after.

Clarification: Officer appointments are conducted after board election.

State Law: Florida Statute **718.112(2)(a)**.

5. Treasurer's Report

(Reported in absence of Treasurer)

- Total funds: Approximately \$267,731
- Reserves: \$204,903
- Operating: \$56,403
- Budget: \$54,933
- Actual: \$59,657

The Board agreed to conduct a detailed financial review at the next meeting.

Clarification: Financial reporting should include reserves and operating balances.

6. President Report / Community Update

Community Update (35 Days Since Annual Meeting)

- Building 6 drain clog resolved; additional plumbing repairs required
- Building 6 sewer backups impacted two (2) ground-floor units
- Plumbing evaluations completed by four vendors; quotes received
- Additional quotes required for flooring, concrete, and moving/storage

- Water restrictions due to Pinellas County drought; fountains operate 10:00 AM – 2:00 PM daily
- Gate repairs completed

The Board thanked owners for their patience.

7. Manager Report

- Delinquent accounts total: \$12,486
- Accounts over 90 days referred to attorney pursuant to Florida Statute 718.116
- Ameritech to notify owners prior to collections

State Law: Florida Statute **718.116** governs collections and lien rights.

8. Old Business

Golf Cart Policy

- No expansion at this time due to cost and space constraints
- Compliance with designated parking required
- Rental cart policy under review

Moving the BOD Meeting Day

(Previously recorded decision)

- Meetings to be held on the third Monday of each month
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9. New Business

Roof Repair – Building 6 (Vacant Unit)

- Vendor: Done Rite Roofing
- Cost: \$1,470

Motion: Jeri

Second: Cathy

Vote: Unanimous

President Credit Card

- Limit: \$300 per transaction
- Board notification required above limit
- Purpose: Maintenance and supply needs

Motion: Bruce

Second: Jeri

Vote: Unanimous

Plumbing – Buildings 6 & 8

Vendor Assessments

1. Pearce Plumbing (Spencer Pearce)

- Installed clean-out and conducted camera inspection
- Removed clog

Emergency Cost: \$2,485

Proposed Work:

- Access through Unit 603 (master bedroom)
- Plumbing cost: \$3,800
- Concrete, tile, and furniture relocation not included

Additional Work:

- Replace terra cotta piping with PVC (Buildings 6 & 8)
 - Cost: \$2,200
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2. Dunedin Plumbing

- Two inspections performed
- No active clog at time of inspection
- Agreed with Pearce assessment

Cost: \$5,385 (plumbing only)

3. PRS Plumbing

- Determined non-invasive repair not feasible
- Identified “soft belly” pipe condition

Conclusion: Repair must proceed through Unit 603

Board Determination

All vendors confirmed:

- Systemic piping failure
- Non-invasive solutions not viable
- Access through Unit 603 required
- Pipe replacement between Buildings 6 & 8 required

Motion: Jeri to:

- Approve Pearce Plumbing
- Replace piping between Buildings 6 & 8 first
- Obtain restoration bids
- Coordinate project timing

Second: Cathy

Vote: Unanimous

Emergency Repair Authorization Discussion

The Board discussed repair approval procedures.

- President may approve necessary repairs in urgent situations under Florida Statute 718.111(1)
- Bruce recommended special/emergency meetings for transparency and owner awareness

No motion was made.

Maintenance Position

Recorded exactly as stated:

"Vote to approve Jeff McPeak for janitorial and maintenance services 5 x per week for approximately 3 hours a day at 375 dollars a week to be paid every two weeks"

Motion: Jeri

Second: Bruce

Vote: Unanimous

Drywall Repair – Unit 122

- Vendor: Brian M.
- Cost: \$1,575.00

Motion: Jeri

Second: Cathy

Vote: Unanimous

Disposal of Excess Equipment

Jeri motioned to sell three (3) of five (5) garbage cans and transfer proceeds to Ameritech petty cash. The toolbox donated by Wendy will be used to purchase tools.

Second: Bruce

Vote: Unanimous

Tree Trimming and Landscape Maintenance

- Vendor: Corona Landscaping
- Cost: \$10,275.00

Budget:

- Annual: \$10,000
- Spent: \$833
- Remaining: \$9,300

Board discussed allocation and reallocation as needed.

Motion: Jeri

Second: Cathy

Vote: Unanimous

Competitive Bidding Requirement

In accordance with Florida Statute 718.3026:

- Bidding required if cost exceeds 5% of annual budget (including reserves) or \$2,500, whichever is greater
- Exceptions apply
- Governing documents may impose stricter standards

10. Open Forum

- Ameritech evaluating electronic voting per Florida Statute 718.128
- Concerns raised regarding website posting compliance; to be reviewed under Florida Statute 718.111(12)
- Bruce recommended deferral of unposted items pending compliance with 48-hour notice (718.112(2)(c))

Dan Anderson addressed plumbing proposals:

- Dan understood Pearce Plumbing may include concrete work.
- Dunedin Plumbing does not include concrete replacement.

Dan Anderson stated:

"the concrete slab is structural"

He requested a marked floor plan and expressed concern regarding cost differences.

The Board acknowledged all comments. No action taken.

11. Adjournment

Motion: Jeri

Second: Cathy

Time: 7:21 PM EST

Vote: Unanimous

Certification

I hereby certify that the foregoing minutes are a true and correct record of the proceedings of the Victoria Palms Condominium Association Board of Directors Meeting held on April 30, 2026.

Cathy McCullough

Secretary, Board of Directors

Victoria Palms Condominium Association

Clarifications (For Record Integrity)

- Concrete slab floors may be considered structural elements; responsibility determined by governing documents and Florida Statute **718.113**
- Emergency repairs may be approved as needed under fiduciary duty (**718.111(1)**)
- Restoration work (tile, concrete) is separate unless included in vendor scope
- Proposal posting and access governed by **718.111(12)**