

Victoria Palms Condo Association

Board of Directors Meeting Minutes

Date: May 31, 2026

Time: 7:01 p.m. EST

Location: Clubhouse

The meeting of the Board of Directors of Victoria Palms Condo Association was called to order at 7:01 p.m. EST on May 31, 2026, at the Clubhouse. Directors present were Elizabeth, Wendy, Jeri, and Cathy. A quorum was established, and the meeting proceeded to business. Notice of the meeting was provided on May 29, 2026, at 3:38 p.m. by written posting on the Clubhouse door and by email transmission. The notice included the agenda and repair estimates/proposals for the matters to be considered.

No prior meeting minutes were presented for approval, and therefore no action was taken on prior minutes.

There was no old business brought before the Board.

Under new business, the Board considered the proposal from Done Rite Roofing for roof repair to Building One in the amount of \$1,225.00. Upon motion duly made by Elizabeth and seconded by Wendy, the Board voted as follows: Elizabeth – Yes; Wendy – Yes; Jeri – Yes; Cathy – Yes. The motion passed unanimously (4-0). The vote of each director present is recorded in these minutes in accordance with Section 718.111(1)(b), Section 718.112(2)(c)3., Florida Statutes.

The Board next considered stucco repair for Units 102 and 704 in the amount of \$750.00, not including paint. It was noted for the record that Jeff, the maintenance person, will paint. Upon motion duly made by Jeri and seconded by Cathy, the Board voted as follows: Elizabeth – Yes; Wendy – Yes; Jeri – Yes; Cathy – Yes. The motion passed unanimously (4-0). The vote of each director present is recorded in these minutes in accordance with Section 718.111(1)(b), Florida Statutes. Board meeting notice and agenda requirements applicable to this action are governed by Section 718.112(2)(c)1., Section 718.112(2)(c)3., Florida Statutes.

The Board then discussed roof repair and drywall work for Building 6, Unit 624. After discussion, the Board determined that action on this matter would be deferred until a complete, itemized, and broken-down estimate is obtained from Done Rite Roofing and

Brian Marlboro. No motion was made and no vote was taken. Because no motion was made and no vote was taken, no corporate action was approved at this meeting on this item. Any future board action on this matter must appear on a properly noticed board meeting agenda in accordance with Section 718.112(2)(c)1., Florida Statutes,

The Board also discussed additional roof and drywall repair for Building One. After discussion, the Board determined that this matter would likewise be deferred until a complete, itemized, and broken-down estimate of costs is obtained. No motion was made and no vote was taken. Because no motion was made and no vote was taken, no corporate action was approved at this meeting on this item. Any future board action on this matter must be placed on a properly noticed board meeting agenda pursuant to Section 718.112(2)(c)1., Florida Statutes. If a future vote includes approval of a contract for goods or services, the requirements of Section 718.112(2)(c)3., Florida Statutes

There being no further business to come before the Board, a motion to adjourn was made by Jeri and seconded by Cathy. The Board voted as follows: Elizabeth – Yes; Wendy – Yes; Jeri – Yes; Cathy – Yes. The motion passed unanimously (4-0), and the meeting was adjourned at 7:31 p.m. EST. The vote of each director present is recorded in these minutes in accordance with Section 718.111(1)(b), Florida Statutes.

Secretary's Certification

I, the undersigned, being the duly elected and acting Secretary of Victoria Palms Condo Association, do hereby certify that the foregoing Minutes of the Meeting of the Board of Directors held on May 31, 2026, at the Clubhouse, are a true, correct, and complete record of the proceedings of said meeting, to the best of my knowledge and belief. I further certify that notice of the meeting was provided on May 29, 2026, at 3:38 p.m. by written posting on the Clubhouse door and by email transmission, and that the notice included the agenda and repair estimates/proposals for the matters considered by the Board. Florida condominium board meeting notice requirements are governed generally by Section 718.112(2)(c)1., Florida Statutes

Cathrine McCullough