



**PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT**

215 Holiday Park Blvd. NE
Palm Bay, Florida 32907-2196
Office: 321-724-2240

BOARD OF TRUSTEES

REORGANIZATIONAL MEETING MINUTES

January 2, 2018 at 7:00 PM

Chairman

Allison Kelly
1st Vice-Chairman

2nd Vice-Chairman

Secretary

Assistant Secretary

Kendra Bender
Treasurer

Bob Shortlidge
Assistant Treasurer

Keith Rittscher
Trustee

Rodney "Rod" Lindsay
Trustee

Karl Bohne, Jr.
District's Attorney

* To comment on an item, after you have been recognized by the Chair, please go to the microphone and clearly give your name and address for the record. You may speak for up to three minutes. Note: If formal action is to be taken on an item by the Board, public comment will be requested prior to the vote.

NOTE: MINUTES OF BOARD MEETINGS ARE PREPARED IN SUMMARY FORM ONLY. PER CHAPTER 286.0105 FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL A DECISION OF THE BOARD HE/SHE SHOULD ARRANGE FOR A VERBATIM RECORD OF THE PROCEEDINGS WHICH INCLUDES THE TESTIMONY IN EVIDENCE ON WHICH THE APPEAL IS MADE.

"A community intended and operated for persons 55 and older"



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1. **Meeting Call to Order** by Allison Kelly

2. **Invocation** by Keith Rittscher

3. **Pledge of Allegiance**

4. **Roll Call** by Allison Kelly

Present were Allison Kelly, Chairman; Kendra Bender, Treasurer; Bob Shortlidge, Assistant Treasurer; Rod Lindsay, Trustee; Keith Rittscher, Trustee; Absent was Bette Snyder, Secretary;

5. **Resignations**

District 4- Bette Snyder: Term expires 1/8/19, resignation effective 12/11/17. Bud Getz: Term expires 1/2/18, resignation effective 11/27/17. Marilyn Spall: Term expires 1/2/18, resignation effective 11/13/17.

6. **Oaths of Office – Trustees (Term expiring January 7, 2020)**

Article III of By-Laws The Board of Trustees of the District shall hold an annual organizational meeting on the first Tuesday after the first Monday in January of each year. Trustees elected at the preceding general election shall take their respective oaths of office, which oaths shall be administered by a public officer or such other person as may be empowered to administer the oath under the laws of the State of Florida.

(A)	District 1	Vacant	[No one filled this seat]
(B)	District 3	Vacant	[No one filled this seat]
(C)	District 5	Vacant	[No one filled this seat]
(D)	District 7	Robert Eldridge	[Unopposed, and was therefore elected]
(E)	District 9	Allison Kelly	[Unopposed, and was therefore elected]

Action: Oath of Office

Allison Kelly and Bob Eldridge take their Oath of Office

7. **Appointment to fill Vacant Trustee Position(s)**

Article VI of By-Laws If the office of any member of the Board of Trustees becomes vacant prior to the expiration of such member's term of office the Board of Trustees shall fill the vacancy by majority vote of the remaining Trustees by appointment of a successor from among the electors of the District. Such appointed member shall hold office for the remainder of the term of the vacant office. **In the event that any election shall fail to fill a seat of a Trustee, the Board of Trustees shall fill the seat by appointment of a successor, by a majority vote of the remaining Trustees, from among the electors of the District. Such appointed member shall hold office for the remainder of the term of the office.**



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Donna Matton and Helen Ferguson have submitted a letter of interest to serve on the Board of Trustees: attached

District 3 - Trustee

Action: (1) Kendra Bender makes a motion to appoint Donna Matton to fill District 3 seat for term ending January 7, 2020. Motion Passed.

District 4 - Trustee

Action: (1) Bob Shortlidge makes a motion to appoint Helen Ferguson to fill District 4 seat for term ending January 8, 2019. Motion passed.

Action: Oath of Office
Donna Matton and Helen Ferguson take their Oath of Office

Allison Kelly asks all Trustees to accept the resignations of Bud Getz, Marilyn Spall, and Bette Snyder. All Trustees accept the resignations.

8. Election of Officers

Article VII By-Laws The officers of the District shall be a Chairman, First Vice-Chairman, Second Vice-Chairman, Secretary, Assistant Secretary, Treasurer, and Assistant Treasurer. The officers shall be elected by the Board of Trustees at the annual organizational meeting of the Board as provided in Article III of the By-Laws, and shall hold office for a period of one year or until their respective successors have been elected and qualified for office.

Article III (B) By-Laws No Trustee shall hold any one of the said offices for more than two consecutive years unless his or her election, for the third or subsequent consecutive year, receives the unanimous approval of the Board of Trustees.

(A) Chairman

Action: (1) Nominate candidate(s) for to the office of Chairman for the term ending January 8, 2019. Kendra Bender nominates Allison Kelly for Chairman, Keith Rittscher seconds.

(2) Motion to elect Allison Kelly as Chairman, passed.

[Gavel is passed to new Chairman]

NOTE: the procedure for selecting First Vice-Chairman, Second Vice - Chairman, Secretary, Assistant Secretary, Treasurer, and Assistant Treasurer is the same as the procedure for selecting the Chairman



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A) 1st Vice-Chairman:

Action: (1) Nominate candidate(s) for to the office of 1st Vice- Chairman for the term ending January 8, 2019. Helen Ferguson nominates Donna Matton, Bob Eldridge seconds.

(2) Motion to elect Donna Matton as 1st Vice-Chairman, passed.

B) 2nd Vice-Chairman

Action: (1) Nominate candidate(s) for the office of 2nd Vice-Chairman for the term ending January 8, 2019. Kendra Bender nominates Bob Shortlidge, Donna Matton seconds.

(2) Motion to elect Bob Shortlidge as 2nd Vice-Chairman, passed.

C) Secretary

Action: (1) Nominate candidate(s) for the office of Secretary for the term ending January 8, 2019. Allison Kelly nominates Keith Rittscher

(2) Motion to elect Keith Rittscher as 2nd Vice-Chairman, passed.

D) Assistant Secretary

E) Treasurer

Action: (1) Nominate candidate(s) for the office of Treasurer for the term ending January 8, 2019. Rod Lindsay nominates Kendra Bender, Bob Shortlidge seconds.

(2) Motion to elect Kendra Bender as Assistant Treasurer, passed.

[Becky Earnest spoke from the audience that Rod Lindsay was no longer able to make a motion as his term had expired. Rod Lindsay then vacated his seat at the table]

F) Assistant Treasurer

Action: (1) Nominate candidate(s) for the office of Assistant Treasurer for the term ending January 8, 2019. Allison Kelly nominates Helen Ferguson, Donna Matton seconds.

(2) Motion to elect Helen Ferguson as Assistant Treasurer, passed.

9. Adjournment

Allison Kelly calls for a motion to adjourn. Keith Rittscher makes the motion to adjourn, Donna Matton seconds. Meeting adjourned at 7:21 PM.