



## BOARD OF TRUSTEES: REGULAR MEETING MINUTES

April 13, 2015 at 7:00 PM

1. **Call to order**  
By: Philius "Phil" Matton, Chairman at 7:00 PM
2. **Invocation**  
By: Rebecca "Becky" Earnest, Secretary
3. **Pledge of Allegiance**  
By: Philius "Phil" Matton, Chairman
4. **Roll Call**  
By Rebecca "Becky" Earnest, Secretary:  
Philius "Phil" Matton, Chairman; Joanne Gaughan, 2<sup>nd</sup> Vice Chairman; Marilyn Spall, Assistant Treasurer; Rebecca "Becky" Earnest, Secretary; Marion "Molly" Stone, Assistant Secretary; Harald Albinus, Trustee; Rodney "Rod" Lindsay, Trustee, all acknowledged their presence. Absent: Allison Kelly, 1<sup>st</sup> Vice Chairman; Treasurer, Vacant. Cheryl Ennis, District Manager was present with Jessica Saeger recording.
5. **Announcements by Chairman:**  
We have copies available of the resolution concerning the fine system for anyone interested.
6. **Consideration of Approving the Board Meeting Minutes of February 9, 2015:**  
Becky Earnest made a motion to approve the February 9, 2015 Board minutes as typed. Molly Stone seconded the motion. A vote was called to approve the minutes with corrections, motion carried.
7. **Treasure's Report – Presentation of the financial reports for the month of February 2015:**  
The Treasure's report was posted on the bulletin board, District website, and distributed to the Board prior to the meeting. Presentation of the financial report for the Month of February 2015 was made by Marilyn Spall.

Joanne Gaughan asked for the interest rates on the loans.

Molly Stone asked if we should be cautious in our spending. Marilyn replied we should.

Jean Beach, 1090 Moonlight Court, gave information on the interest rates. Marilyn thanked Jean for providing the information.

Bob Shearer, 382 Holiday Park Boulevard, we should look at the overall expenses and there are only a five (5) items over 40 %. As a whole the budget looks good.



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Becky Earnest made a motion to accept the treasurer's report. Harald Albinus seconded the motion. Phil Matton, Chairman, commended Marilyn Spall for all her efforts. A vote was called to accept the treasurer's report, motion carried.

**8. Proposed Resolution 2015-03 (renamed 2015-02):**

The Board considered certifying the voting results from the March 26, 2015 election, Resolution 2015-03, Independent observers' certification.

Molly Stone asked Cheryl Ennis, District Manager, for clarification on the order of the resolutions. She feels the resolution numbers should be changed. Cheryl said the numbers could be changed if it is bothersome.

Joanne Gaughan agrees that we should change the chronological order of the resolutions.

Molly Stone made a motion to approve Resolution 2015-02 certifying the results of the March 26, 2015 election and directing that a copy of the amendments be recorded in the Public Records of Brevard County and a copy of the new restated Deed Restrictions be distributed to all lot owners in the District. Joanne Gaughan seconded the motion with the understanding the resolution number will be changed to 2015-02. A vote was called, motion carried.

**9. Proposed Resolution 2015-02 (renamed 2015-03):**

The Board considered adopting procedures for the implementation of fines schedule for violations of the amended consolidated and restated declaration of restrictions, conditions, covenants, and reservation affecting property located in Holiday Park.

Marilyn Spall asked for clarification on the amount. Becky Earnest stated the attorney set the amount as a suggestion.

Molly Stone thinks we should set a guideline and clarify a fee schedule. Cheryl Ennis explained that the District office would send out three (3) letters prior to any fine. Marilyn Spall feels that a written guideline would be helpful to avoid future problems.

Bruce Crabb, 442 Neighborly Court, does not remember a fee schedule discussed at any public meeting. He agrees a fine system should be set.

Molly Stone is concerned fines could be given at different levels. It should be addressed.

Barbara Hoffman, 1021 Little Court, the Board is only asking for authority to set up some rules and regulations.

Bryan Deem, 170 Mystic Boulevard, shared that it states the District will set up the amount.



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Joanne Gaughan explained the District office would address the Board on how to proceed prior to setting any amount.

Bob Shearer, 382 Holiday Park Boulevard, he feels the system will only impact the less fortunate.

Molly Stone explained this system is to help enforce banks, corporations, or individuals that do not comply.

Kayt Barclay, 385 Holiday Park Boulevard, expressed her concerns around the lack of enforcement. Molly Stone explained the Board only had the authority to place liens until this point.

Becky Earnest made a motion to adopt Resolution 2015-03 adopting procedures for the implementation of fines schedule for violations of the amended consolidated and restated declaration of restrictions, conditions, covenants, and reservation affecting property located at Holiday Park. Joanne Gaughan seconded the motion with the understanding the resolution number is changed to 2015-03. A vote was called, motion carried, with one opposed.

**10. Appointments to Architectural Control Committee:**

Molly Stone asked for information about the potential ACC member. Phil Matton, Chairman, read the letter of intent. Following the letter, Mr. James Gahan introduced himself to everyone. Joanne Gaughan made a motion to accept the appointment of James Gahan as an alternate member. Marilyn Spall seconded the motion.

David Peck, 1014 Willow Court, wanted to mention there is a six (6) month window for City permits. He requested consideration from the Board, would they allow extra alternates for the summer. Joanne Gaughan said we could add it to the next workshop meeting. A vote was called to accept the appointment of Mr. Gahan, motion carried.

**11. Recreation Hall Door replacement and vent removal:**

Cheryl Ennis, District Manager, presented a pending drawing to replace recreation hall doors and to remove vent. This is her recommendation and she is asking for approval from the Board on the design. Cheryl stated if anyone had any other suggestions; we could make changes.

Rod Lindsay asked if the stucco would be placed on the inside and outside and if the arches would still be there. Cheryl explained stucco would be on both sides and the arches would be there just recessed.

Phil Matton asked if we would get new panic hardware. Cheryl said there would be new hardware.

Rod Lindsay questioned the reason behind getting new hardware. Cheryl explained the doors will be shorter and to anticipated new panic hardware.



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Joanne Gaughan made a motion to accept the drawing and to get three (3) bids on a door replacement for the recreation hall. Molly Stone seconded the motion. A vote was called, motion carried.

**12. District Managers Contract Renewal:**

The Board discussed the renewal of the District Manager's contract. Cheryl Ennis was asked to provide a copy of her existing contract to all Board members. Phil Matton will provide the Board with a Manager's review form. Molly Stone requested the information in a timely manner. Becky Earnest made a motion to table this discussion to the next meeting and until the Board receives paperwork required for her review. Harald Albinus seconded the motion. A vote was called, motion carried.

**13. Budget 2015-2016:**

Copies of the Project Projection & Costs were distributed to the Board, posted on the District's bulletin board and website prior to the meeting for review. Marilyn Spall presented the 2015-2016 budget and the proposed "5 year" project plan. She thanked Cheryl Ennis and Jean Beach for their help; she explained the initial goal is to establish a balanced budget and keep the Park moving forward.

Joanne Gaughan asked to review the reduced amount for audit. It was recommended last year by the auditor for an actuary. Cheryl Ennis explained that it was never done. Marilyn asked Cheryl to follow up on this situation and we can revisit it.

Joanne Gaughan requested health insurance be addressed at the next meeting.

Molly Stone asked if we receive income from the laundry room. Marilyn stated that we do.

Donald Washington, 1030 Wood Court, expressed his concerns regarding sewage back-up at his property. He is thankful for alert neighbors. He requested the Board to look into this problem to prevent any further issues for any other residents.

**14. Residents Requests for employee information:**

Phil Matton, Chairman, expressed his view; he feels property owners should have access to employee's information because homeowners are paying employee's salary. Phil Matton, Chairman, went around the table to get a consensus from the Board on the topic. It was agreed property owners can request information on employees.

Bruce Crabb, 442 Neighborly Court, explained with any public domain (ie., city, town) the employee's records are public and anyone could request it.

Bob Shearer, 382 Holiday Park Boulevard, would like to obtain this information for his personal records. He would like to prepare a packet regarding employee's salary and insurance. This



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illustration will show an accurate record of what each employee is costing the District.

**15. Public Comment:**

Jean Beach, 1090 Moonlight Court, asked if our insurance agent represents other insurance companies besides Health First. Cheryl explained she could get other quotes for us.

Bud Getz, 1142 Keystone Court, questioned leaving the current insurance carrier.

Steve Ambrose, 241 Blossom Court, noticed the chairs around the pool need to be kept up.

Barbara Hoffman, 1021 Little Court, suggested increasing fees to plan for the future of the Park. It is important to keep property value up.

**16. Trustees remarks:**

Harald Albinus wanted to address the microphones and they are working perfectly.

Joanne Gaughan made a suggestion to Jessica Saeger regarding the minutes. Once the current minutes are up-to-date, it is best to work on the minutes within twenty-four (24) hours after a meeting.

Becky Earnest mentioned the unhealthiness of the podocarpus. She added that we need to regulate vehicle decals closer, for residents that have sold their property. She requested this topic to be added to the agenda. She reminded everyone of one (1) vacant position on the Board; we need to get it advertised. She reminded everyone about the fundraiser at MeMaws on the 22nd, please come out and support us.

Rod Lindsay wanted clarification on residents request for employee information.


Molly Stone requested all information from the District office in a timely manner.

Marilyn Spall wanted to thank everyone for attending and all comments are appreciated.

**17. Adjournment:**

There being no further business, a motion to adjourn was made by Becky Earnest and seconded by Marilyn Spall. A vote was called, motion carried. The meeting adjourned at 8:57 PM.

  
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Rebecca "Becky" Earnest, Secretary

  
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Date