



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

215 Holiday Park Boulevard NE
Palm Bay, Florida 32907-2196

**BOARD OF TRUSTEE
REGULAR MEETING MINUTES
October 13, 2014 - 7:00 PM**

1. Call to order

By Joanne Gaughan, Chairman at 7pm

2. Invocation

By Becky Earnest, 1st Vice Chairman

3. Pledge of Allegiance

Led by: Joanne Gaughan, Chairman

4. Roll Call

By Molly Stone, Secretary; Joanne Gaughan, Chairman; Rebecca "Becky" Earnest, 1st Vice Chairman; Philas "Phil" Matton, Treasurer; Marilyn Spall, Assistant Treasurer; Rodney "Rod" Lindsay, Trustee; Daniel "Dan" O'Connell, Trustee; Harald Albinus, 2nd Vice Chairman; Marion "Molly" Stone, Secretary; all acknowledged their presence Allison Kelly, Assistant Secretary was absent. Cheryl Ennis, District Manager also was absent, Sharon Johnson present and recording along with Jessica Saeger.

5. Announcements by Chairman

Joanne Gaughan stated that we have a 10 year contract with BrightHouse and we know that every year it does go up a certain percentage. The letter was received to confirm the increase, the bulk for us is \$20.05 which is 76% off the current residential price.

At a Deed Restriction Meeting, a question was asked as to the properties that have not paid their taxes but are being rented, it was asked if the District could collect the rent on these properties. According to the attorney under Florida Statue 418 it does not provide for us to collect fees for rental properties.

Also a reminder, please remember to lock up your homes, cars, golf carts and anything of value.

Harald Albinus asked to add to the agenda for discussion and possible vote to Rejuvenate our Sound System.

Joanne Gaughan stated this item will be added and become #12 on the agenda. Item #12 will now become Item 13 and so on.

6. Board Meeting Minutes – Approval of the September 16, 2014 Special Deed Restriction Meeting minutes and September 22, 2014 Workshop Meeting Minutes.

The minutes from the September 16, 2014 Special DOR Meeting, and minutes from September 22, 2014 Workshop Meeting, were posted on the District website and bulletin board for review as well as distributed to the Board prior to the meeting.

Becky Earnest made a motion to approve the “minutes of September 16, 2014 with corrections”, Special Deed Restriction Minutes. Harald Albinus seconded the motion. A vote was called, motion carried.

Becky Earnest made a motion to approve the minutes of September 22, 2014 Workshop Meeting Minutes. Dan O’Connell seconded the motion. A vote was called, motion carried.

7. **Treasure’s Report – Presentation of the financial reports for the month of August 2014**

Presentation of the financial reports for August 2014 was made by Phil Matton. Copies of the reports were distributed to the Board, posted on the District’s bulletin board and website prior to the meeting for review.

Phil Matton reviewed the expenses and income for year to date. He explained that we collected all but one property that did not pay.

Joanne Gaughan explained that the month of September has not been reported as of yet. The Regular Meeting in November we will have the adjusted budget for 2013 – 2014, and it will be voted on then.

Marilyn Spall made a motion to accept the financial reports for August 2014 for audit. Rod Lindsay seconded the motion.

David Peck 1014 Willow CT, stated that an error occurred on the totals, it should read under revenues Year to Date \$25,995.00.

Patti Peck 1014 Willow CT, wanted to let people know that the HPPOA donated money toward several things during the year.

A vote was called. Motion carried.

8. **Consideration of approving resurfacing of bocce court**

As Joanne Gaughan explained there are 3 quotes from contractors for the resurfacing of the bocce court.

Rod Lindsay explained that Oyster Shell is crushed shells, which promotes drainage. There is a flooding problem with what we have now.

Phil Matton made a “Motion to approve Nidy Sport Construction quote of \$5,415.00 for resurfacing the Bocce Court. Becky Earnest seconded the motion.

John Bonasera, 370 Holiday Park thinks going with the 6”crushed oyster shells would be the best way to go.

A vote was called, motion carried.

9. Consideration of approving the purchase of a Kubota mower - \$13,600.00

Joanne Gaughan was asked in an email by Allison Kelly to read an email that was sent to the District Manager regarding the cost of mowing. *(See email attached)*. As Ms. Gaughan stated this has been brought up many times in the past. This will take a long time to research, get prices, and to send out for bids but would have no objection to bringing it up at a Workshop Meeting if that is the pleasure of the people and the Board but at this time all we are discussing is the purchasing of a new lawn mower.

Dan O'Connell made a motion to purchase a "Kubota F2690 mower" from Robinson in the amount of \$13,600.00. Marilyn Spall seconded the motion.

Harald Albinus asked if this lawn mower was a diesel. Phil Matton also stated that the cutting deck from the other mower will be able to go on the new mower and we can exchange parts from one to the other. We do recommend not getting another zero turn as it gouges the lawn.

Becky Earnest asked if this was budgeted, Joanne stated that there was \$10,000 put into that one line item and the balance would have to come out from another line item.

Harald Albinus stated that the lawn crew drives too fast and has had several complaints.

Phil Matton stated that he has also had several complaints regarding the lawn crew and the District Manager needs to look into it further.

Joanne Gaughan explained that the price of the mower is at a state contract price and we did receive a credit of \$250.00 from the mower that could not be fixed anymore which brought our price down to \$13,600.00.

Molly Stone wanted to talk about outsourcing the lawn maintenance. As Joanne explained, there is a motion on the floor that we need to continue with the motion.

Marilyn Spall explained to Molly Stone that it would take close to a year to get all the information needed in order to outsource or determine what we are going to do. At this time we desperately need to get another mower, and it is covered mainly in the budget for this year.

A vote was called, motion carried.

10. Consideration of approving the purchase of a high-speed burnisher/buffer for the recreation floor

Rod Lindsay made a motion purchase a high speed burnisher (2000 rpms) from Janitorial Depot in the amount \$1,179.00 as it comes with a better warrantee than the other even with pricing being comparative. Phil Matton seconded the motion. A vote was called, motion carried

11. Consideration of approving 2% COL raise for all employees.

A motion was made by Dan O'Connell to approve an increase of 2% COL for all employees, Phil Matton seconded the motion.

Joanne Gaughan had the accountant prepare a table for employees which clearly shows funding available for the 2% increase.

Becky Earnest stated that the terminology includes “all employees”, and wants that changed to exclude the District Manager as she already was given a raise in June and does not think that she should get a 2% Cost of Living raise as well. Phil Matton and Marilyn Spall both stated that it does not include the manager.

Joanne Gaughan stated that the motion would have to be amended on the motion to exclude “all”. The District Manager raises are separate and based on merit.

Becky Earnest was under the impression that the raises were always based on merit verses cost of living. Phil Matton stated that in the past we had given certain employees more money above the others.

Joanne Gaughan stated that she would like to see the District Manager explore a merit increase for some employees as well but it has nothing to do with this motion, and it would be at her discretion. It would be whenever she decides to present that increase. At this time the only thing that the District Manager is asking is for a 2% COL increase.

Rod Lindsay asked about the merit pay raises that were approved last year, does the District Manager have the authority to come before the board with merit increases for this year?

There was a motion and a second made for all employees for a 2% COL, but we need a motion to amend this motion.

Becky Earnest asked to amend the motion to exclude the District Manager from the 2% COL. Harald Albinus seconded the motion.

Phil Matton stated that it should have been Dan O’Connell to amend the motion. Joanne Gaughan agreed.

Joanne Gaughan stated that there is a motion to give a 2% COL increase to all employees with the exclusion of the District Manager. A vote was called, motion carried with two opposed.

Joanne Gaughan asked for a roll call to be taken

A roll call was taken by Molly Stone, Secretary

Rod Lindsay voted – against

Dan O’Connell voted – against

Marilyn Spall voted – for

Phil Matton voted – for

Becky Earnest voted – for

Molly Stone voted – for

Harald Albinus voted – for

Joanne Gaughan voted – for

With a vote of 6 - 2

12. Consideration of approving a new Sound System (added to the agenda)

Harald Albinus distributed to the Board Members information, pictures of the new equipment and an estimate regarding replacing the sound system in the Recreation Hall.

Harald Albinus stated that he had some people come in during the summer months to give some suggestions on the sound system. Also people came in from Marion Music to give us some advice. The system that we have currently is not made for the speakers we are using with it, and is also outdated.

According to Harald Albinus he had previously received verbal prices ranging from \$6000 to \$8000 Marion Music gave an estimate for new equipment in the amount of \$2,829.00 installed which would replace most of the equipment that we are using now.

Marilyn Spall asked if we would be replacing the entire system or just parts of it, Harald response was yes but we will use the cabinet. The CD player will also be kept as well.

We would keep the speakers that we have now, we would replace the amplifier with a much smaller one, Harald also stated that the warrantee for this equipment would be 3 years if registering on line.

Harald Albinus made a motion to accept Marion Music estimate of \$2,829.00 for the installation of a new sound system. Dan O'Connell seconded the motion.

Rod Lindsay asked if we had funds in the current budget available to cover this project and was told by Joanne Gaughan that there will be.

Chuck Roan, 220 Borel Circle stated that at the moment we have a very lousy acoustic system, which is also very outdated.

Joanne Gaughan stated that we have a motion and a second to purchase the sound equipment for \$2,829.00 from Marion Music that Harald Albinus had looked into. A vote was called, motion carried.

Phil Matton asked how long it would take to get this equipment installed.

According to Harald Albinus, he stated that he will get in touch with Marion Music and get back to Mr. Matton with a time table.

13. Discussion by Trustee, whether or not the HPPOA is allowed to pay residents to perform services for the HPPOA

Joanne Gaughan stated that this item is for discussion only by the Trustees, as they want to make sure that they are not in violation of any Deed Restriction, Rule or Regulation and By-Law. The HPPOA is looking for some direction, as they wish to hire someone to do a job that no volunteer wants to do. The only thing that has been found in the Deed Restriction is that you can not run a business from your home, other than that there is nothing else she can find.

Marilyn Spall asked for a clarification or example.

Joanne Gaughan asked Patti Peck, Chairperson of the HPPOA to explain.

Patti Peck - Basically what they are asking is for someone to come into the kitchen after serving dinner to clean the kitchen. They have in the past hired others who did not live in the park, but now they would like to hire someone who does live in the park. It is not an outside job and it is not something he does someplace

else but they felt that it's a fine line as HPPOA is part of the District, they are not personally asking him to do it, it would part of the District. They really would like clarification.

Dan O'Connell asked if the money is being paid by the District or is it HPPOA money. Patti Peck explained that it is not District money and that the job would pay \$50.00 which is money made on that event.

The other option as Patti explained is Harald Albinus who does music, but in the past we have not been able to pay him, it has only been done with donations from the door.

Again Patti Peck stated that she is asking for guidance.

Rod Lindsay asked Joanne Gaughan if he could comment on this in reference to what Patti Peck is saying - he is volunteering, he is a member of the park, he is providing a service that has to be done in order for them to raise the money which they have in the park, he does not provide that service outside the park other than on a volunteer basis, the kitchen needs to be cleaned, that's part of the operation, to raise the funds, does not see a problem with it.

Joanne Gaughan then decided to ask for a poll of the Board:

Dan O'Connell thinks that it is fine to employ the people, probably isn't really related to the Deed Restrictions.

Marilyn Spall agrees, it benefits our park, does not see it going against our Deed Restrictions as he is not making a business where he is advertising out of his house, he is doing volunteer work.

Phil Matton stated that we pay a lot of money for bands on special occasions, so we will be saving money by using Harald.

Patti Peck wanted to make sure that everyone understands, this is an extra service. If you volunteer to chair or co-chair an event, you still have to buy a ticket for that event. They are not going to be paying everyone who volunteer's to do an event, it would be special occasion, cleaning the kitchen, or DJ.

Harald Albinus also stated that he would still be giving one free show a year.

Molly Stone remembers that this all started when people taught line dancing and also taught it professionally outside the park and wanted to be paid to teach in the park. They were refused. Just be aware, it has come up before and this will come up again.

Eileen Kraus 1121 Lindsay CT, was in charge of the phone book for many years and remembers that at one point someone in the park wanted to advertise in our phonebook who lived in the park and she was not allowed to let her do that as it has to do with the State of Florida and the park being a Special District. Maybe we should find out if it is allowed. She was told that it couldn't happen because of this. Barbara Dufault is the person who gave her that information.

Joanne Gaughan wanted to clarify that if a person wants to advertise in the phone book and that business that they want to advertise is not being run from the home, if they live here, why not allow them to advertise.

14. Public Comment – None

15. Trustees remarks

Harald Albinus – nothing at this time

Molly Stone reminded everyone that beginning on Thursday signups for sittings will start for the photo directory. Hours will vary. It will be during HPPOA hours and during several events. There are several different dates that have been set aside for the pictures.

Becky Earnest has another Flu Clinic on November 11th from 11 thru 1pm. There will be a sign up sheet. Duffy's Fundraiser on October 23rd. please come out and support our park, and also wanted to thank the people for coming, we need input from all the residents.

Rod Lindsay wanted to know if there will be any further discussion among the Board on the COL Allowance verses the merit pay, are we going to be bringing this up again at a future meeting. "The reason that I voted against it was I want more clarification on it". He would like to have it brought up again at the workshop meeting. Joanne asked to have Cheryl put it on the agenda.

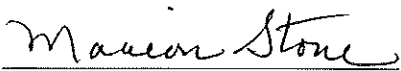
Dan O'Connell wanted to thank everyone for coming and also wanted to commend the whole workforce for the great job that they do in the park. He thinks that they should be thanked personally once in a while for what they do, it seems that you hear more about what they don't do instead not what they do. Cheryl put a list of things in our material tonight of things that the grounds crew do other than mowing. It was a very lengthy list and he thinks people would be very impressed to go through and view the list. We need to be thankful for the good people we have, we need to be thankful for the good administration we have in the park. They are on top of things.

Marilyn Spall and Phil Matton both thanked everyone for coming.

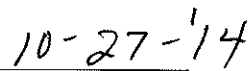
Joanne Gaughan reminded everyone that there will not be any more paper Happenings, please watch Channel 732 for information, if you wish to get the Happenings via email you can sign up, there is also a paper calendar every month in the Rec Hall.

16. Adjournment

Becky Earnest made a motion to adjourn. Marilyn Spall seconded the motion. A vote was called, motion carried. Meeting adjourned at 8:25pm.



Marion Stone – Secretary
Board of Trustees



Date