



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

REGULAR MEETING MINUTES December 09, 2019 – 7:00PM

Jack Emerich
Chairperson

Ellouise Raffo
1st Vice-Chairman

Michael Ham
Trustee

Joanne Gaughan
Secretary

Gaston Pelletier
Assistant Secretary

Keith Rittscher
Treasurer

Barbara Whitneck
Assistant Treasurer

Terry Steimer
Trustee

Joe Prisco
Trustee

Sheree Morris
District Manager

Karl Bohne
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.

*Silence ALL cellphones during public meetings

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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The December 9, 2019 Regular Meeting of the Port Malabar Holiday Park Mobile Home Park Recreation District was called to order by Chairman Jack Emerich at 7:00 p.m. Keith Rittscher gave the Invocation and led with the Pledge of Allegiance.

Roll Call: Present were Trustees Jack Emerich, Terry Steimer, Ellouise Raffo, Keith Rittscher, Joanne Gaughan, Gaston Pelletier, Joe Prisco and Barbara Whitneck. Absent was Trustee Michael Ham. Also present was Sheree Morris, District Manager.

Chairman Comments: There will be a position on the Board of Trustees, for a two-year term, beginning in 2020. An application letter may be sent to the Chairman of the Board. Please notify the District Office when leaving for an extending period of time. The Reorganizational Meeting will take place on Tuesday, January 7th at 11 a.m. The District's Attorney, Karl Bohne, will be present at a Special Meeting to be held on Wednesday, January 15th, 2020 at 10 a.m.

Minutes: Keith Rittscher made a motion to accept the minutes of the Workshop Meeting of November 25, 2019, second by Ellouise Raffo. Motion carried.

Treasurer's Report: We currently have 1.2 million dollars in banks. Joe Prisco asked Keith Rittscher to check on how much insurance we have on those funds. A complete report is attached.*** Joanne Gaughan made a motion to accept the Treasurer's Report, second by Barbara Whitneck, motion carried.

District Manager's Report: Sheree Morris gave an overview on the progress of the library renovation, the gazebo situation and thanked the volunteers who have been helping with the new decals. A complete report is attached.*** Keith Rittscher made a motion to accept the District Manager's Report, second by Ellouise Raffo. Motion carried.

Old Business: A lengthy discussion took place on whether to proceed with new plans for a new gazebo or to return the existing one. A motion to go ahead with engineering drawings (guaranteed to be approved by the City of Palm Bay) and a new gazebo at the expense of an additional \$3000 was made by Keith Rittscher, second by Ellouise Raffo. Motion carried.

Another lengthy discussion took place regarding the expense of new adjustable shelving for the library in the amount of \$4150. A motion to accept this price for customized shelving was made by Keith Rittscher, second by Joanne Gaughan. Motion passed with two nay votes by Terry Steimer and Joe Prisco.

New Business: Discussion regarding Holiday Gifts to employees took place. A motion to give gift cards in the amount of \$25.00 to Gate personnel with \$100 to Bruce Gilbert and Stephen Wooldridge was made by Keith Rittscher, second by Barbara Whitneck. Motion carried. A motion to give gift cards to Custodial Staff, Jose Rivera \$100, James Herrin \$75, Earl Simmons \$50 and Luciana Carlucci \$25 was made by Barbara Whitneck, second by Terry Steimer; motion



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carried. A motion to give gift cards to Sheree Morris in the amount of \$200, Lori Lyon \$100 and Kathleen Richardson \$50 was made by Joanne Gaughan, second by Barbara Whitneck; motion carried.

Public Comments: Gary Valentine said the ACC board is looking for two alternates and suggested that a committee of volunteers be formed when another major project is planned. Helen Ferguson asked for new roadway cones for the entranceway. Becky Earnest announced the next HPPOA fundraiser at Beef O'Brady's on Thursday, December 12th and Jean Demarest said the button to summon the custodians should be outside their office door. Steve Ambrose thought replacing the cement benches would be wasteful since not many people use them. Dodi Howell said HPPOA is looking for someone to take over the telephone directory and that their board has 3 openings.

Trustee Comments: Terry Steimer asked when our contract with Spectrum was up...Joe Prisco said 2023. Ellouise Raffo thanked all who participated in discussions and announced it was her last meeting as a Trustee. Keith Rittscher thanked all for attending as did Joanne Gaughan. Joanne Gaughan also asked all golf cart owners to follow the rules of the road especially when driving in the recreation hall parking lot. Gaston Pelletier wished all a Merry Christmas as did Jack Emerich and Barbara Whitneck.

Bob Rudden announced there will be a karaoke night on Wednesday, December 11th with a Christmas Theme.

A motion to adjourn the meeting at 8:43 p.m. was made by Keith Rittscher, second by Gaston Pelletier. Motion carried.

Joanne Gaughan- Secretary

Date

****Reports referenced in Minutes may be accessed under "Manager Reports" and "Revenue and Financials" on our website "holidayparkfl.com" per Administrative Assistant.*