



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT

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

BOARD OF TRUSTEE – WORKSHOP MEETING
November 25, 2013 - 7:00 PM

1. Call to order

By: Joanne Gaughan, Chairman, at 7:00 P.M.

2. Invocation

By: Becky Earnest

3. Pledge of Allegiance

Led by: Joanne Gaughan, Chairman

4. Roll Call

By: Marion “Molly” Stone, Secretary; Joanne Gaughan, Chairman; Rebecca “Becky” Earnest, 1st Vice Chairman; Philius “Phil” Matton, 2nd Vice Chairman; Donald Wink, Assistant Treasurer; Allison Kelly, Assistant Secretary; Rodney “Rod” Lindsay, Trustee and Harald Albinus, Trustee. All acknowledged their presence. Richard Kissinger, Treasurer was absent. Cheryl Ennis, District Manager was present with Sharon Johnson recording.

5. Announcements by Chairman

Joanne Gaughan noted that an item was left off the agenda and asked that item 10a be added to the agenda for discussion of an Attendance Sheet posted for Board of Trustees.

Becky Earnest made “a motion to add 10a onto the agenda regarding Attendance Sheet for discussion”. Phil Matton seconded the motion. A vote was called. Motion carried.

Joanne Gaughan referred to a question that was brought up at the previous Workshop meeting regarding the DOR’s and whether Trustees could attend and speak at said meetings. The Attorney confirmed that a Trustee could attend and comment just as any other resident of the Park however, they cannot enter into any discussion and should refrain from direct comments to the Trustee on the DOR committee or any Trustee that may be present in the audience.

6. Board Meeting Minutes - approval of the November 7, and November 11, 2013 Board Meeting minutes

The minutes of the November 7, 2013 Special Meeting were distributed to the Board, posted on the District’s bulletin board and website for review. Harald Albinus made a “motion to approve the November 7th meeting minutes” with corrections. Becky Earnest seconded the motion. The corrections were noted and a vote was called. Motion carried.

The minutes of the November 11, 2013 board meeting were distributed to the Board, posted on the District’s bulletin board and website for review. Becky Earnest made a “motion to approve the November 11th meeting minutes” Allison Kelly seconded the motion. A vote was called. Motion carried.

7. District Managers Report

Cheryl Ennis reviewed the District Manager's report, which was previously distributed to the Board, and posted on the District website and bulletin board prior to the meeting.

Added to the Manager's report was an update regarding the fountain at Seminole. The fountain and pumps would need to be replaced and would run about \$3,000.00 and could only be used during the rainy season since this area dries significantly during the winter.

Phil Matton made a motion to accept the Manager's Report. Allison Kelly seconded the motion.

Allison Kelly asked Cheryl to highlight what they can expect from the Park TV Station.

Cheryl Ennis explained that the TV Station would be the same as what you would see in a hotel where they show the activities etc., It would be a station for Holiday Park where we could highlight the activities and events upcoming in the park.

A vote was called on the motion to approve the managers' report. Motion carried.

Cheryl Ennis stated that decals for owners are coming up and we would love to have some volunteers to help, dates and times are in the Happenings and if you could help, it would be greatly appreciated.

8. Bi-fold Door Replacement

Cheryl Ennis received a quote from Acousti Engineering in the amount of \$7,558.00 to replace the accordion partition.

Public Comment – none

Rod Lindsay suggested that we table this item as they haven't been used in several years.

Joanne Gaughan suggested that maybe have them removed and the strip that is attached taken down as well.

Becky Earnest made "a motion to remove the doors and fix up the area where the doors were". Harald Albinus seconded the motion. A vote was called. Motion carried.

9. Recreation Building Soffit Repair

Cheryl Ennis received an estimate to repair the soffit on the roof with A.L. Phoenix Construction for \$650.00.

Joanne Gaughan asked for a motion to repair the soffit. Donald Wink made "a motion for the repair of the soffit". Molly Stone seconded the motion.

Bob Shearer, 382 Holiday Park asked whether the soffit was cracked from water damage.

Cheryl explained that it is old concrete overlay / stucco and it is falling away from the joist and needs to be re-nailed.

Joanne Gaughan called for a vote for the repair. Motion carried.

10. By-Laws – Review (Regular meetings and Workshop meeting)

Joanne Gaughan stated that at the last meeting it was suggested, by Rod Lindsay, that there was a discrepancy in the wording of “Regular” Meeting and “Workshop” Meetings in the By – Laws. Joanne Gaughan asked Rod Lindsay how he would like to differentiate between the two.

Rod Lindsay stated that he thinks that our 1st Meeting should be “Regular” Meeting and the second should be called “Workshop” Meeting. He also said that he does not think we should be voting at a “Workshop” Meeting whereas we are voting at both now.

Joanne Gaughan stated that the Board can vote at either meeting.

Phil Matton asked whether we have to have a vote by residents in order to do this change to the By-Laws.

Joanne asked for a motion to re-word the By-Laws to remove “Regular” from #2 making the change to read “Workshop”.

Allison Kelly made a motion to change #2 from Second Regular (“Workshop”) Monthly Meeting to say #2 “Workshop” Monthly Meeting. Becky Earnest seconded the motion.

Jean Beach, 1090 Moonlight CT, asked if you were allowed to vote at the “Workshop” Meetings.

Donald Wink asked that if we change #2 to “Workshop” and eliminate the word second is there still the word first in #1?

Molly Stone asked if we were going to leave off the word First?

Allison Kelly rescinded her original motion and made “a motion to change E #1 to read “Regular” Monthly Meeting, and E #2 to read “Workshop” Monthly Meeting”. Becky Earnest seconded the motion.

Harald Albinus said he thought that if we were allowed to vote at both meetings, shouldn't it be equally important as the first meeting therefore the attendance be the same?

Allison Kelly explained that since we follow the Sunshine Laws, its states that it is the “Regular” Monthly Meeting regarding the attendance.

Harald Albinus thinks that we should then refrain from voting at a “Workshop” Meeting if there is no attendance change.

As Joanne Gaughan stated that if you refrain from voting at the Workshop Meeting it would takes months to get anything accomplished.

A vote was called. Motion carried with one opposed.

10a. Added to the agenda – Attendance Record Sheet for Board Members

Joanne Gaughan stated at the last meeting it was discussed as to whether we should post an attendance record on the bulletin board for the Trustees along with the minutes, which also gives the attendance in the first paragraph of the minutes. She would like a motion to prepare an attendance record for the Trustees to be posted. No Trustee made a motion.

Becky Earnest thinks that it is a waste of paper and time. It is already in the meeting minutes.

Molly Stone stated that it is already posted in the minutes as to who was there and who was not.

11. Public Comment

Jean Beach, 1090 Moonlight CT., just wanted to make a comment to the Park Manager, it is great to see such Pro-Active things going on and wanted to thank Cheryl for all of her work.

Mike Earnest, 205 Borel Circle, suggested that the entrance to the park from the Drug Store down needs to have some attention to the planters. Some of the new plants that were put in are dying, and it is his understanding that the irrigation system is not working and needs to be replaced.

Cheryl stated that Dwayne (grounds crew) waters plants weekly.

Barbara Hoffman, 1021 Little CT., raised the question again as to why we haven't raised the amount of money that renters would pay for parking decals so that it would give them more incentive when leaving the park to bring the decal to the office. With renters coming in and out it is very hard to keep track of them. We should make it a sizable amount of money that would be refundable and that way they would come in for the refund.

Rene St. Pierre, 222 Fantasy CT., asked if Cheryl has a budget for maintenance, or does she have to go in front of the Board for every item.

Joanne Gaughan explained that she has the authority to spend up to \$500.00 before coming to the Board for approval.

Mr. St. Pierre suggested that that amount should be increased to at least \$1,000.00, so that she does not have to wait to bring before the Board.

12. Trustees remarks

Rod Lindsay, agenda item for the next meeting should have Reconstruction of the Bocce Court added.

Donald Wink said that the group of people that met for the beautification of the Park would have a meeting the first week of December and would like to have it on the next agenda for discussion.

Allison Kelly would like to put out to the residents regarding the talent that we have in this Park and asked that if you have a talent such as plumbers or electricians to let us try and use this to help with different things in the park so that we utilize what we can do and come forward so that we can beautify our Park and work together.

Molly Stone has had several comments from residents just coming back into the park saying how impressed they are with what they are seeing.

Becky Earnest – reminder that the next Fundraiser will be at the Texas Roadhouse on December 12th, coupons will be in the Rec Hall. Also, when walking at night please use a flashlight, people need to take responsibility.

Rod Lindsay, in January there will be two dates posted to register the vehicles / trailers in the Compound, the vehicles will have to come up to the Rec Hall to be inspected before decal can be issued.

Phil Matton, wanted it to be brought up regarding the DOR and how we need to have a vote on the changes to be made by all the owners in the park.

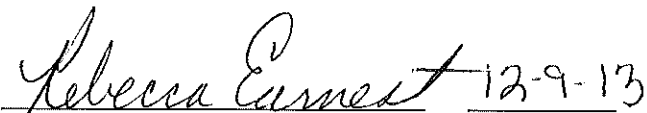
Allison stated that she will give her 60 day reports at that time as to what benchmark we are at.

Joanne Gaughan said that to follow along that line, Allison is Chairperson of the DOR Committee. The next meeting is set for December 19 at 3pm. It is an open meeting. It is strongly suggested that people attend, as this is important. You will be able to make comments and recommendations and they will be taken under advisement.

Joanne Gaughan also wants to thank the HPPOA who has given funding toward the Employee Luncheon. She also said that the Board will have an opening come January. Please send a letter of intent if interested.

13. Adjournment

Becky Earnest made a motion to adjourn the meeting. Allison Kelly seconded the motion. A vote was called. Meeting adjourned at 7:50pm.

 Rebecca Earnest 12-9-13

Becky Earnest, Board of Trustee Date
1st Vice Chairman