



BOARD OF TRUSTEES: REGULAR MEETING MINUTES

May 11, 2015 at 7:00 PM

1. **Call to order**
By: Philias "Phil" Matton, Chairman at 7:00 PM
2. **Invocation**
By: Rebecca "Becky" Earnest, Secretary
3. **Pledge of Allegiance**
By: Philias "Phil" Matton, Chairman
4. **Roll Call**
By Rebecca "Becky" Earnest, Secretary: Philias "Phil" Matton, Chairman; Joanne Gaughan, 2nd Vice Chairman; Marilyn Spall, Assistant Treasurer; Rebecca "Becky" Earnest, Secretary; Marion "Molly" Stone, Assistant Secretary; Rodney "Rod" Lindsay, Trustee. Absent: Harald Albinus, Trustee; Allison Kelly, 1st Vice Chairman; Treasurer, Vacant, all acknowledged their presence. Cheryl Ennis, District Manager was present with Jessica Saeger recording.
5. **Announcements by Chairman:**
Phil Matton, Chairman, asked for a moment of silence to honor the life of Tom Mahon a former Trustee. Phil stated there is still a great need for Trustee members. He reminded everyone that Trustee members will need to be a Florida resident and a Holiday Park homeowner. Becky Earnest quickly explained the responsibilities of a Trustee member. Phil stated if anyone is interested to bring a letter of intent to Cheryl Ennis.
6. **Recreation Hall Doors:**
Steve Martino, Project Manager, represented CDA Solutions and gave his recommendations on upgrading the doors in the recreation hall. When the sample materials arrive, he will bring the materials to Cheryl for the Board to look at them. Phil Matton, Chairman, thanked Steve Martino for his time.
7. **Consideration of Approving the Board Meeting Minutes of April 13, 2015, April 27, 2015, and April 28, 2015:**
Becky Earnest made a motion to accept the minutes for April 13, 2015 with corrections. Joanne Gaughan seconded the motion. A vote was called, motion carried.

Becky Earnest made a motion to accept the minutes for April 27, 2015 with corrections. Rod Lindsay seconded the motion. A vote was called, motion carried.

Molly Stone made a motion to accept the minutes for April 28, 2015. Marilyn Spall seconded the motion. A vote was called, motion carried.
8. **Resignation – Trustee/1st Vice Chairperson, Allison Kelly (District 6):**
Phil Matton announced receiving a letter of resignation from Allison Kelly. Joanne Gaughan made a motion to accept Allison Kelly's letter of resignation. Marilyn Spall seconded the motion. A vote was called,



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motion carried.

9. Emergency Management - Storm Debris:

Cheryl Ennis explained to the Trustees the reasons behind piggy backing the City's contracts. The Board discussed authorizing utilization of City of Palm Bay contracts for management, removal and disposal of storm debris, and related services.

Marilyn Spall made a motion to approve emergency management storm debris Resolutions 2015-04, 2015-05, and 2015-06. Becky Earnest seconded the motion. A vote was called, motion carried.

10. Consideration of approving the final deed restrictions for Port Malabar Holiday Park Mobile Home Park and Recreation District:

Joanne Gaughan made a motion to accept the final deed restrictions with corrections, nothing changing the context of the document. Marilyn Spall seconded the motion. A vote was called, motion carried.

11. Consideration of approving the final draft of the restated Port Malabar Holiday Park Mobile Home Park and Recreation District Policies of the District:

Joanne Gaughan made a motion to accept the District's policies with corrections, nothing changing the context of the document. Becky Earnest seconded the motion. A vote was called, motion carried.

12. Consideration of approving the final restated Port Malabar Holiday Park Mobile Home Park and Recreation District Rules and Regulations:

Joanne Gaughan asked to sit down with someone from the office to go over the grammatical errors on all three documents.

Becky Earnest made a motion to accept the District's rules and regulations with corrections, nothing changing the context of the document. Molly Stone seconded the motion. A vote was called, motion carried.

Tonae Beatty, 127 Holiday Park Boulevard, asked where to get the latest information. Phil Matton explained every owner will receive a packet including the District's Deed Restrictions, Policies, and Rules and Regulations will be available at the office and that it is currently online.

13. Bonding Alternate Trustees:

Phil Matton, Chairman, explained the urgency for approving two (2) additional Trustees for bonding to enable check signing for the District's business. Becky Earnest and Joanne Gaughan volunteered.

Marilyn Spall made a motion to have two (2) additional Trustees bonded to conduct the business of the park, the two (2) Trustees would be Joanne and Becky. Rod Lindsay seconded the motion.

Patti Peck, 1014 Willow Court, said Becky is bonded with HPPOA and asked if she needs to be bonded separately. Cheryl said she will look into it, but it shouldn't be a problem.



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A vote was called to bond two (2) additional Trustees, motion carried.

14. Budget 2015-2016 Budget

Copies of the budget were distributed to the Board, posted on the District's bulletin board and website prior to the meeting for review. Phil Matton, Chariman, commended Marilyn Spall, Assistant Treasurer, on the wonderful job she is doing.

Joanne Gaughan asked Marilyn Spall if we received from the agent the final figures for employees' health Insurance. Marilyn explained that we do not have the final figures, but we erred on the side of caution. The insurance company will be here this upcoming week and we will have final figures prior to the June meeting. She explained that overall the budget is complete.

Joanne Gaughan stated that we should address two separate issues, freezing wages and Medicare benefits being paid out.

Becky Earnest made a motion to freeze wages for the 2015-2016 budget. Marilyn Spall seconded the motion.

Joanne Gaughan made a motion for Medicare to stay as is. Becky Earnest seconded the motion.

Marilyn Spall suggested continuing compensating the two people currently on Medicare, but discontinuing this as a medical benefit.

Marilyn Spall made a motion to get rid of the benefit to compensate employees that are sixty-five (65) years of age, but compensate the two employees already receiving this benefit with a fifty cents (.50) adjustment per hour. In the future, we will not offer this benefit. Joanne Gaughan seconded the motion.

Joanne Gaughan made a motion to approve this proposed budget with changes discussed and approved this evening. Becky Earnest seconded the motion.

Bryan Deem, 170 Mystic Boulevard, clarified the final budget figures would not change. Marilyn agreed the overall figure will not change.

A vote was called to freeze wages for 2015-2016, motion carried. A vote was called to get rid of the future medical benefit to compensate employees, motion carried with one opposed. A vote was called to accept the proposed budget with changes, motion carried.

15. Review of drafting plans:

Joanne Gaughan updated the Board on this topic. Cheryl Ennis announced to the Board that Gary Karel PA works with the Pool Doctor.

Becky Earnest made a motion to table this topic and to get CAG Caribeno Architectural Group and Engineering & Design Concepts to come in and present to the Board. Marilyn Spall seconded the motion. A vote called, motion carried.



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16. Public Comment:

Patti Peck, 1014 Willow Court, wanted to thank Cheryl for using the projector. She also wanted to thank Donald, Judy, and Angel for setting up decorations in the hall.

Marcia Coyle, 118 Holiday Park Boulevard, presented information on a possible dog park. The Board asked preliminary questions, suggested additional research, and to come back in the fall to present to the Board.

17. Trustees remarks:

Rod Lindsay had no comments.

Molly Stone had no comments.

Marilyn Spall thanked everyone for their patience and we appreciate the input.

Joanne Gaughan had no comments.

Becky Earnest reminded everyone Friday is TGIF from 4-6 at the Clubhouse.

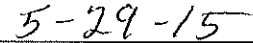
Phil Matton reminded anyone interested in becoming a Board member to bring a letter of intent to the office.

18. Adjournment:

There being no further business, a motion to adjourn was made by Becky Earnest and seconded by Rod Lindsay. A vote was called and motion carried. The meeting adjourned at 9:06 PM.



Rebecca "Becky" Earnest, Secretary



Date