



# PORT MALABAR HOLIDAY PARK MOBILE HOME PARK RECREATION DISTRICT

215 Holiday Park Blvd. NE  
Palm Bay, Florida 32907-2196  
Office: 321-724-2240

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## BOARD OF TRUSTEE: WORKSHOP MEETING MINUTES

December 28, 2015 at 7:00PM

1. **Meeting Call to order**  
By: Rebecca "Becky" Earnest, 1<sup>st</sup> Vice Chairman at 7:02PM
2. **Invocation**  
By: Rebecca "Becky" Earnest, 1<sup>st</sup> Vice Chairman
3. **Pledge of Allegiance**  
By: Rebecca "Becky" Earnest, 1<sup>st</sup> Vice Chairman
4. **Roll Call**  
By Joanne Gaughan, Secretary: Joanne Gaughan, Secretary; Marilyn Spall, Treasurer; Rebecca "Becky" Earnest, 1st Vice Chairman; Marion "Molly" Stone, Assistant Secretary; Cathleen "Cathi" Brennan, Assistant Treasurer; Harald Albinus, 2nd Vice Chairman, all acknowledged their presence. Absent: Rodney "Rod" Lindsay, Trustee; Gregory "Greg" Clifford, Trustee. Vacant: Chairman. Jessica Saeger, District Clerk was present and recording.
5. **Announcements by Chairman:**  
Becky Earnest, 1<sup>st</sup> Vice Chairman, reiterated that anyone interested in becoming a Trustee should submit a letter of intent prior to the Reorganizational Meeting on January 5<sup>th</sup>. She reminded everyone that dates and times for vehicle decals could be found on channel 732 and January calendar.  
  
Becky Earnest requested cell phones be put on silent.
6. **Consideration of Approving the Board Meeting Minutes of December 8, 2015:**  
*Harald Albinus made a motion to approve the December 8, 2015 meeting minutes. Cathi Brennan seconded the motion. A vote was called, motion passed.*
7. **Exhaust Vent Fans:**  
The Board discussed the approval of the quote from Southern Fire Systems on repairing the exhaust fans for both indoor bathrooms. A one (1) year warranty on parts was confirmed.  
  
*Molly Stone made a motion to have the exhaust fans repaired for thirteen hundred dollars (\$1300.00) or less. Cathi Brennan seconded the motion.*  
  
Allison Kelly, 1054 Sunflower Lane, asked for clarification on the quote breakdown.  
  
*A vote was called to have the exhaust fans repaired, motion passed with one opposed.*
8. **Discussion on ADA Replacement Door with Opener for Recreation Hall Back Door (Backdoor Recreational Hall, 12-14-15, Agenda #10):**  
The Board reviewed quotes from CDA Solutions and A.L. Phoenix regarding the ADA replacement door with opener.



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Molly Stone made a motion to accept the quote from CDA Solutions and set aside ten thousand thirteen dollars and sixty-six cents (\$10,013.66). Marilyn Spall seconded the motion.

Public comments were made on various issues surrounding current building codes.

A vote was called, motion passed with one opposed.

- 9. Appointment for Acting District Manager (Acting District Manager, 12-14-15, Agenda #13):**  
The Board discussed the email from Karl Bohne, District's Attorney, regarding his thoughts towards appointing "acting" District Manager.

*Harald Albinus made a motion against appointing an acting District Manager. Marilyn Spall seconded the motion.*

Jean Beach, 1090 Moonlight Court, recommended appointing the Chairman the "interim district manager".

Bruce Crabb, 442 Neighborly Court, commented on the topic.

Robert Silipigni, 420 Holiday Park Boulevard, commented on the topic.

*A vote was called, motion passed with members voting as follows: Molly Stone, Yes; Cathi Brennan, Yes; Marilyn Spall, Yes; Harald Albinus, Yes; Joanne Gaughan, No; and Becky Earnest, No.*

- 10. District Manager- Recruitment (DM Recruitment, 12-14-15, Agenda #11):**  
Becky Earnest asked for all trustees to come prepared with their questions. The Board concluded giving all candidates a copy of the District Manager job description since the position is extensive.

- 10A. District Manager-Recruitment:**  
The Board decided to wait until interviews were complete. Then, depending on the outcome, they would possibly consider adding additional candidates to the District Manager's short list.

- 10B. District Manager-Recruitment**  
The Board had no objections with the interviewing schedule for District Manager position.

- 11. Current Vacation Policy:**  
The Board discussed current vacation policy and explained the reasoning behind the agenda item.

Barbara Hoffman, 1021 Little Court, suggested removing the word "accumulating".

Bruce Crabb, 442 Neighborly Court, gave his suggestion on restating the policy.



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*Molly made a motion to restate the one line of the employee medical and vacation policy to read: These accrued hours can be carried over up to one (1) week and may not be accumulated beyond one year. Harald Albinus seconded the motion. A vote called, motion passed.*

**12. Public Comments:** No additional comments made by the public.

**13. Trustees remarks:**

Molly Stone wished everyone a Happy New Year.

Cathi Brennan made no comment.

Marilyn Spall made no comment.


Harald Albinus made no comment.

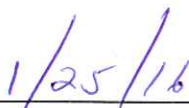
Joanne Gaughan brought to the Board's attention the meaning behind the word stipend and possibly changing the word to bonus. She mentioned that Bud Getz would like to make his presentation for potential building improvements after the establishment of a new board and District Manager. Joanne stated that grounds crew complaints have been reviewed. They will be discussed further when the Grounds Supervisor returns from vacation.

Becky Earnest reminded everyone of the January 5, 2016 Reorganization meeting. She also stated that the safe driving class will be held on February 2, 2016. If anyone is interested they should give her a check in the amount of fifteen dollars to hold a seat.

**14. Adjournment:**

*There being no further business, a motion to adjourn was made by Harald Albinus and seconded by Becky Earnest. A vote was called, motion carried. The meeting adjourned at 8:15PM.*

  
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Joanne Gaughan, Secretary, Board of Trustee

  
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Date