

Port Orange Plantation Homeowners' Association, Inc.

Board of Directors' Meeting Minutes

Wednesday, December 16, 2020

Call To Order: The Port Orange Plantation Homeowners' Association, Inc., Board of Directors' Meeting was called to order at 6:05PM by President D. Moeller at the VFW Post 3282, Port Orange, Florida.

Roll Call:

Deb Moeller	President	Present
Rita Anderson	Vice Present	Present
Denise Osterberg	Secretary/Treas.	Present
Sherry Clifton	CAM	Present

(2 owners present)

Proof of Notice of Meeting: The Notice/Agenda was properly posted on-site and on HOA website.

Approval of Minutes: Motion made by D. Moeller, seconded by R. Anderson, to waive the reading and approve the Minutes of November 18, 2020; motion carried.

Financial Reports: Written financial reports were presented (Balance Sheet/Profit and Loss). Operating (12/20) \$19,978.39; Reserve 12/20) \$241,652.35. Customer Balance Report was provided. 21 unit(s) are currently in legal for past due amounts. End of Year Financial Report/Taxes to be completed by Julie Ronci, CPA.

Manager's Report:

*S. Clifton, CAM, was present on behalf of Clifton Management. Written report of items completed/pending was provided (11/20-Present). Violation report spreadsheet provided.

Rules of Civility: The following is noted to assist with meeting procedures; particularly during telephone conference meetings. *No one may speak without being recognized by the Meeting Chair and introducing their name and address. *Each person will be treated with respect and treat others with respect. *Personal attacks, abuse or disrespectful language, and disruptive behavior are strictly prohibited. *No debating and or redundancy. *No one may speak twice before all have spoken. *No one may speak more than three minutes.

UNFINISHED BUSINESS:

*Seawall Update: Parties involved have reached a conclusion. Settlement stipulation is completed. Landscaping will be contracted, following repairs, to install erosion assisting barriers/plantings. Follow up necessary with legal as workers have been seen on site but scheduling/proof of permitting have not been confirmed/received.

*Entryway Signs/Lift Station Improvements: Project completed.

*Landscaping Projects: Previously approved projects have been completed (3015 (\$1,200/\$1,110) – Walking Trail Area, 3016 (\$2,340/\$2,250) – Coraci Blvd. Entrance, and 3017 (\$2,019/\$1,884) – Coraci Blvd. Bern Area). There are still a few areas awaiting mulch which is anticipated to be installed prior to the holidays. Additional lighting needed at Tarleton/Carlton. Management to schedule Apex to address the lighting issue. Royal Plantation/Town West in need of additional juniper and replacement of holly tree. Management to request proposal from Exclusive Landscaping.

NEW BUSINESS:

*2021 Meeting Schedule: A 2021 proposed meeting schedule in need of minor revisions and re-sent to the Board of Directors.

*ARB Review(s): Motion made by D. Moeller, seconded by D. Osterberg to approve ARB(s) received for: 1704GP – Swimming Pool; motion carried.

5323GP-Swimming Pool; motion denied pending additional information.

*Holiday Decorations: Costs and project details to be outlined for 2021 holidays.

RESIDENT PARTICIPATION/BOARD MEMBER REMARKS:

None.

Next Meeting: Thursday, January 21, 2021 @ 6PM via conference call.

Adjournment: Motion made by D. Moeller, seconded by D. Osterberg, to adjourn the Meeting of the Board of Directors at 7:25PM; motion carried.

Minutes of Wednesday, December 16, 2020, approved this ____ day of _____, 2020, by
_____(Secretary)