Port Orange Plantation Homeowners' Association, Inc.
Board of Directors' Meeting Minutes
January 19, 2023

CALL TO ORDER: The Port Orange Plantation Homeowners' Association, Inc., Board of Directors' Meeting was called to order at 5:30PM by President D. Moeller via conference call.

ROLL CALL/VERIFICATION OF QUORUM:

Deb Moeller	President	Present
Rita Anderson	Vice President	Present
Denise Osterberg	Secretary/Treasurer	Present
Selina Ahmadzadeh	CAM	Present

(2 owners present)

NOTE: Announcement made by R. Mervine that meeting is being recorded.

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 D. Osterberg, to waive the reading and approve the Minutes of December 15, 2022 Board Meeting; motion carried.

FINANCIAL REPORTS:

- Year End Financials: Three proposal provided and reviewed from management for year-end financials/taxes. Motion made by D. Osterberg, seconded by R. Anderson, to accept proposal from Julie M Ronci CPA PA in the amount of $600.00 for Year End Financials & Tax Returns; motion carried.
- Management provided the following written reports & reviewed verbally: Balance Sheet (11/30 & 12/30) reflecting balance of $34,509.92 (Operating) & $264,156.20 (Reserves), Profit & Loss vs. Actual (11/30 & 12/30), and customer balance summary (11/30 & 12/30). Motion made by R. Anderson, seconded by D. Osterberg, to approve financials as presented; motion carried.

MANAGER'S REPORT: Written report of items completed/pending was provided (12/22-Present).

VIOLATION REPORT(S) & VIOLATION/FINING COMMITTEE UPDATES, IF ANY:

- Updated violation spreadsheet was presented (12/22) from the most recent inspection.
- Board to have closed legal meeting regarding on-going violation issues in near future.

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:
- Landscaping Projects: Mulch is almost completed, a lot of loss due to freeze. Reports of fungus/bacteria growth in certain areas. Management to obtain proposals. Motion made by D. Moeller, seconded by D. Osterberg, to speak on irrigation next & return back to seawall discussion; motion carried.
- Irrigation Discussion (amended agenda item; formerly under new business): Two proposals provided from management from Titan Irrigation & Landscape Lighting for repairs ($3,000) & monthly maintenance ($3,000.00 per month). On-going issues with current vendor (Exclusive) resulted in need for bids. Motion made by R. Anderson, seconded by D. Osterberg, to accept proposal from Titan Irrigation & Landscape Lighting for Monthly Irrigation Maintenance Service for $3,000.00; motion carried. Motion made by D. Moeller, seconded by D. Osterberg, to accept proposal from Titan Irrigation & Landscape Lighting for irrigation repairs for $3,000.00; motion carried. Exclusive is not to work on irrigation going forward.
- Seawall Update: Settlement has been reached and in final stages of completion. Management to begin obtaining proposals for repairs, not to include foam as material option.

NEW BUSINESS:
- Irrigation Discussion: See above under old business as agenda order was amended.
- ARB Review(s): Motion made by D. Moeller, seconded by D. Osterberg, to approve the 7 provisional ARB requests; motion carried.

1. 1736 Savannah Lane – New Roof
2. 5349 Oak Breeze – New Roof
3. 5340 Oak Breeze – New Roof
4. 5307 Peach Blossom – Exterior Paint
5. 1737 Savannah Lane – New roof
6. 5319 Royal Plantation – New Windows
7. 5212 Old Walker – Install Fence

OPEN FORUM/RESIDENT PARTICIPATION:
- Owner asked seawall status, and if settlement exceeded costs that went in (legal fees, etc.)
- Owner expressed concern regarding new meeting time
- Owner suggested for new irrigation company to research different controller options

ADJOURNMENT: Motion made by D. Moeller, seconded by D. Osterberg, to adjourn the Meeting of the Board of Directors at 6:10M; motion carried.

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Minutes of January 19, 2023, approved this _____ day of ________________, 2023, by

__________________________________ (Secretary).