

OCEAN PARK OWNERS' ASSOCIATION, INC. (OCEAN PARK SOUTH)

333 Taylor Avenue, Cape Canaveral, FL 32920

Notice of Board Budget Meeting

Held on Wednesday, November 29, 2023 at 4:00 P.M.

Held at the Clubhouse and via Zoom

Minutes

Attendance: Carol Berg, President/Secretary
Susan Braithwaite, Vice President
Rick Winn, Treasurer
Rick Picard, Director at Large
Jennifer Vo, Manager and President Clover Key, Inc
Owners in attendance: 8 online & 7 in person

Call to Order - The meeting was called to order at 4:08 P.M.

Establish a Quorum - A quorum of directors was established.

Certify Notice of Meeting –Jennifer certified that the proposed budget was e-mailed and mailed out to owners 14 days in advance and the agenda was posted.

Approval of Prior Meeting Minutes – Rick Winn made a motion to approve the August 4, 2023, meeting minutes. The motion was seconded, all voted in favor, and the motion carried.

Old Business:

E Building Update –Carol stated the project is wrapping up with the punch list. Carol and her husband negotiated a credit of \$5,000 with I&E and worked on the further discrepancy of concrete used, pending final invoice.

City of Cape Canaveral Grant Application – Rick P. stated the city did not approve courtyard application as the courtyard was not seen enough from the main public road.

Engineering Projects – The insurance carrier provided a non-renewal from the general liability carrier due to the balconies not being repaired. Jennifer is working with an insurance agent to see if the acceptance of Keystone Engineering contact to oversee repairs is sufficient for insurance.

Board member property update -Susan provided an update on the property along with thanking all of the volunteers.

Mersco – The walkway paint is cracking, and Carol is working with Mersco to make the corrections.

New Business

Discussion of the Budget – General discussion was held over the proposed budget.

Consideration of the 2024 Budget – Rick motioned to approve the draft budget as presented. The motion was seconded, all voted in favor, and the motion carried.

E courtyard update – Carol reviewed that the board approved additional updates to the courtyard. The 2023 year-to-date budget is still under budget for landscaping.

Laundry Room Contracts – Carol discussed the pros and cons of the proposals received. The current contract does not expire until June 1, 2024. Carol tabled the laundry room contract for the next meeting.

Discussion on Interest/late fees on delinquent accounts – Susan motioned to approve contacting the attorney to amend the association documents to allow the association to assess a late fee of \$25 after the 10th of each month and to go for a membership vote. The motion was seconded, all voted in favor, and the motion carried.

Adjournment – With no further business to discuss, the meeting was adjourned at 5:50 P.M.

Jennifer Vo, CAM #50768

Clover Key, Inc.