

# Ocean Gardens Townhome Owners Association, Inc.

## Annual Meeting

Saturday, January 13, 2023, 11:00 A.M.,

Cape Canaveral Library, 201 Polk Ave., Cape Canaveral, FL 32920

### Minutes

**Call Meeting to Order** – Manager Jennifer Vo called the meeting to order at 11:00 A.M.

**Establish Quorum of Members:** Jennifer confirmed 24 owners present via proxy and in person. A quorum was met. All board members were present: President Darrell Thomas, Vice President Blake Dameron, Treasurer Tim Maitland, and Secretary Gary Arthurs. Manager Jennifer Vo with Clover Key was present.

**Proof of Notice of Meeting** – Jennifer confirmed that the first, second notice, and agenda were posted, mailed, and emailed before the annual meeting.

**Adoption of Minutes from Previous Meeting (s):** Evelyn Fitch motioned to waive the reading and to approve the annual meeting minutes on January 7, 2023, as posted on the website, and the motion was seconded. All voted in favor, and the motion carried.

**Report of Officers:** President Darrell thanked the current board, volunteer board directors of 2024, Clover Key management, and the membership for their outstanding support and dedication to the community. Gary from the ARC Committee has announced the resignation of himself and Lisa Arthurs from the committee. Evelyn Fitch and Darrell Thomas have volunteered to seat the ARC Committee in 2024. Tim with the Landscape Committee reviewed that Cox Lawns has overall done a good job on the property but there are areas where they are lacking. A meeting with Josh Cox will be held this month to review the property.

**Election of Board Members:** Jennifer reported that only five (5) unit owners declared their intention to serve on the Board for 2024-2025; therefore, no election is required. The Board of Directors will be:

Marshall Dameron	Unit 117
Howard Lee Demory	Unit 129
Timothy Maitland	Unit 114
Michael Jordan	Unit 105
Gineen Zabolotnyy	Unit 106

### **Unfinished Business: N/A**

**Discussion of Budget** – Jennifer confirmed the documents allow the Board to increase by \$10.00 without a membership vote. Darrell confirmed due to rising cost of vendors, insurance, and cost of living the Board was not able to keep the dues the same. The dues for 2024 is \$115 per lot. Tim reviewed that the reserve analysis was done by past Board Treasurer and the next project is the pavement sealing which is scheduled for 2025. Tim reviewed that the components should go out for rebidding to keep the numbers current in the future.

**Vote Ruling 70-64:** Jennifer tallied all 24 homeowners who voted, voted yes in favor of the Ruling 70-64.

**Open Forum:** Owners present thanked the Board and management for their outstanding work for the community.

**Adjournment:** Evelyn motioned to adjourn the meeting at 11:18 AM, the motion was seconded, all voted in favor and the motion carried.

Immediately after the membership meeting, the Board held an organizational meeting.

**Called the Meeting to Order:** Jennifer called the meeting to order at 11:20 AM.

## NEW BUSINESS

### Board Positions as follows:

President Timothy Maitland  
Vice President Marshall Dameron  
Treasurer Howard Lee Demory  
Secretary Michael Jordan  
Director at Large Gineen Zabolotnyy

### Financial Report: Jennifer reported as of December 31, 2023:

Operating Account:	\$	25,338.65
Reserve Account:	\$	125,128.84
Total in all Accounts	\$	150,467.49

Jennifer reported that the age receivable is 1 unit late but most likely due their bill pay schedule. Year-to-date, Ocean Gardens was \$2,214.98 under budget for maintenance repairs and supplies.

Tim stated the CD accounts matures this month and recommends moving the funds into a high yield CD account. The Board agrees to move funds.

## OLD BUSINESS:

**Approval of 2024 Budget Discussion:** Mike motioned to approve the 2024 budget as presented, Lee seconded, all voted in favor, and the motion carried.

**Ratify Vote Ruling 70-604** – Mike motioned to approve the membership vote, and the motion was seconded. All voted in favor and the motion carried.

## COMMENTS FROM OWNERS

The audience thanked the Board for their service.

**ADJOURNMENT** – Tim adjourned the meeting.

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Respectfully submitted,  
Jennifer Vo  
CAM #50768  
Clover Key Inc.