

**Townhomes of Brevard HOA
Board of Directors Meeting
June 10, 2024
Minutes**

1. Call to Order

The meeting was called to order at 6:00 pm.

2. Determination of Quorum

Quorum was established with 4/5 members present (Randy Redmond was absent).

3. Approval of Minutes-Joanne Minchak motioned to approve the minutes from April 24, 2024, 2nd by Tami Redmond and approved by all.

4. Report of Officers: None

5. Management Report-Rick Whitman reported that the Operating balance was \$110,730.57 and the Reserve balance was \$48,551.28 for a total of \$159,281.85 as of May 31, 2024. Rick also reported that \$84,000 will have been collected to pay the Insurance Premium in December. Tami Redmond motioned to transfer the \$84,000 from the Operating account to the Reserves, 2nd by Joanne Minchak and approved by all.

6.

7. Old Business:

- a. **Insurance Status**-Rick Whitman reported that the refund from the cancellation of the property insurance is \$83,816.69.
- b. **Carports and Liability Insurance**-Tami Redmond reported that quotes for insurance coverage of the carports, liability and director and officers' insurance coverage have been requested and are expected shortly.
- c. **Roof Leaks**-Tami Redmond reported that Building 4's flashing has been sealed and Building 5 is in the process of be assessed and will be finished in the next few weeks.
- d. **Palm Tree Trimming**-Rick Whitman reported that Jeremy from Melbourne Landscaping cannot do the trimming for six months. Tami Redmond indicated that she would request a quote from other vendors.
- e. **Gutter Cleaning**-Tami Redmond will request other quotes and plan to have this work done later in the year.

8. New Business:

- a. **New Monthly Assessment**-Tami Redmond motioned to retain \$14,000 of the insurance refund in the Operating account, so that the adjusted Monthly Assessment for July thru December of 2024, will be \$150 per month (Compared to the current monthly fee of \$426), 2nd by Joanne Minchak and approved by all. Rick Whitman will have new coupon books ordered and mailed to all owners for the July 1st payment of \$150.
- b. **New Revised 2024 Budget**- Tami Redmond motioned to approve the revised 2024 Budget for July through December, which sets the Monthly Assessment at \$150, 2nd by Joanne Minchak and approved by all.
- c. **Dogs off Leashes**-Rick Whitman advised the residents to contact Animal Control if they see a dog off a leash.

Next Meeting-Monday, September 9, 2024, at the First Baptist Church of Indialantic at 6pm

Adjournment-Motion to adjourn meeting at 6:32 pm, approved by all. Minutes prepared by Rick Whitman.