PALMWOOD HOMEOWNERS' ASSOCIATION, INC.
Official Minutes from Quarterly Meeting held on April 8, 2023

President: **Sam Cason**

Vice-President: **Louie Polsinelli**

Secretary: **Jennifer Taylor**

Treasurer: **Carl Monroe**

1. **Call to order by Chairman**: Call to order by Sam Cason @ 9:10am.

2. **Roll Call of Members Present**: Officers; Sam Cason, Louie Polsinelli, Carl Monroe, and Jennifer Taylor, Trustees; Johnathan Nazario, Keith Dewey, Allen Pinkley, and quorum determination w/personnel present presentation of proxies. 13-present, 6-signed proxies.

3. **Proof of Notice of meeting or waiver of notice**: Published Copy of "Notice of quarterly meeting" letter, dated March 8, 2023, was mailed to ALL residents. Also, was published on community website and bulletin board at HOA entrance.

4. **Reading of minutes from prior meeting**: Secretary read minutes from January 23, 2023.

5. **Reports of the board** (i.e., Officers, Committees, and employees or agents);

   The President discussed the status of the pond fence project. Currently, the project has a slated start date set for April 14, barring further permit delays.

   "No Trespassing, Swimming, Fishing, Boating" signs will be displayed in the area and on the new fence once completed.

   Discussed process for Alligator removal from pond. Any Alligator 5ft or larger should be reported to the Florida Fish and Wildlife Conservation Commission at (866) 392-4286 for removal.

   The Treasurer gave a presentation regarding the finances, as of February 2023. The monthly and bi-monthly costs (lawn care, electricity, pond treatment, CPA, etc.) Treasurer also discussed varying fees (admin fees, postage, etc.) and discussed project expenses. Treasurer also gave broad picture of outstanding fees (including unpaid violations, interest, and unpaid assessments) still owed to association.

   It was noted that we should expect an annual dues increase in 2024, after the 2023 year-end assessment. Estimated an increase of $50, that would bring annual dues to $300/year.

6. **Unfinished Business**: Finish pond fence project, website updates are ongoing, annual dues collection, HOA email and Google docs creation, dilapidated water meter replacement, FPL light pole install at Cul-De-Sac, decreased speed limit sign from 25mph to 15mph.

7. **New Business:**
    a. Street parking continues to be an issue. Per HOA rules parking on grass, sidewalks, or on the street while facing against the flow of traffic, is prohibited. Additionally, Cul-De-Sac parking is prohibited due to that space being utilized by Waste Management or other large vehicles as strictly a Turn-a-Round space.
    b. Create Welcome letter, ARC form, and Rules and Regulations document to be finalized and distributed to new owners in a welcome packet with a copy of HOA Bylaws, and all documents posted to the HOA website.
    c. Re-engage with speed limit change discussed with process verification/approval needed from Code enforcement and Police Department, with additional signs placed on the North and South side of Elena Way.

8. **Adjournment**: Meeting closed @10:00am by President.

Samuel Cason
HOA President
Approved & published 8 May, 2023