

Victoria Palms Condominium Association, Inc.

Board of Directors Meeting Minutes

Date: Monday, August 17, 2026

Time: 6:07 PM EST

Location: Victoria Palms Clubhouse and Video Conference

Board Members Present

- Bruce (via video conference)
- Wendy (in person)
- Cathy (in person)
- Elizabeth (in person)
- Geri (in person)

Management Present

- Elyse, Ameri-Tech Property Management (in person)

1. Call to Order

A quorum of the Board of Directors was established. The meeting was called to order at **6:07 PM EST**.

The Board noted that notice of the meeting was posted on the association property in accordance with Florida Condominium Association notice requirements.

2. Approval of Agenda Amendment

An amendment to the agenda was proposed to add discussion and action regarding the replacement of the community pool pump due to the failure of the existing equipment.

Motion: Approve amendment to agenda to include pool pump replacement.

- First: Geri
- Second: Cathy

Vote: All in Favor - Motion Passed Unanimously.

3. Zoom Access Issue and Meeting Rescheduling

Board members noted that the Zoom link was not available to community members, limiting owner participation.

The Board discussed the importance of owner access and input and determined that non-emergency business should be postponed until owners could be properly notified and provided access.

Motion: Recess the regular monthly board meeting and reconvene on Sunday, August 23, 2026, after a new Zoom link is distributed to unit owners. The August 17, 2026 meeting shall be limited to emergency and time-sensitive items only.

- First: Bruce
- Second: Geri

Vote: All in Favor - Motion Passed Unanimously.

Florida Law Clarification: Florida Statute Chapter 718 generally requires board meetings to be open to unit owners, except for certain attorney-client or personnel matters. The Board determined that postponing non-emergency business would provide owners an additional opportunity to observe and provide input at the reconvened meeting.

4. New Business

A. Roof Repair Payment Request - Building One

The Board reviewed a payment request submitted by Don's Right Roofing for roof repair work on Building One.

The Board discussed concerns regarding verification of completed work and ensuring repairs have successfully resolved reported leaks.

B. Payment Request - Mauro's Air Conditioning & Heating

The Board reviewed a payment request from Mauro's Air Conditioning & Heating.

The Board agreed that payment requests for both vendors should be deferred until confirmation has been received that all contracted repairs have been satisfactorily completed and accepted by the Board, with verification that no further leaks or deficiencies exist.

Motion: Table approval of payment requests for Don's Right Roofing and Mauro's Air Conditioning & Heating until satisfactory completion and verification of repairs.

- First: Geri
- Second: Elizabeth

Vote: All in Favor - Motion Passed Unanimously.

C. Pitch Pan Proposal - Units 621 and 623

The Board reviewed a proposal regarding installation of a pitch pan for Units 621 and 623.

After discussion, the Board determined that a second professional opinion should be obtained regarding the scope of work needed before approving the proposal.

Motion: Table consideration of the pitch pan proposal pending receipt of a second opinion.

- First: Elizabeth
- Second: Cathy

Vote: All in Favor - Motion Passed Unanimously.

D. Acoma Roofing - Building 10 (Units 1021 and 1024)

The Board reviewed completed roofing work performed by Acoma Roofing relating to roof leaks affecting Units 1021 and 1024 in Building 10.

The Board agreed to authorize payment for the completed work in an amount not to exceed \$2,000.00.

Motion: Approve payment to Acoma Roofing for completed work, not to exceed \$2,000.00.

- First: Geri
- Second: Elizabeth

Vote: All in Favor - Motion Passed Unanimously.

E. Pool Pump Replacement

The Board discussed the failure of the community pool pump and the need for immediate replacement to maintain operation of the pool system.

A proposal was received from Monkey Rock Pool Company for the installation of a Moov pool pump at a cost of \$1,850.00 including installation.

Due to the emergency nature of the equipment failure and after reviewing available pricing information, the Board determined that the proposal was competitively priced and in the best interest of the Association.

Motion: Approve the proposal from Monkey Rock Pool Company for replacement of the pool pump at a cost of \$1,850.00.

- First: Geri
- Second: Elizabeth

Vote: All in Favor - Motion Passed Unanimously.

Florida Law Clarification: Florida condominium boards generally have authority to approve emergency repairs and replacement of common element equipment necessary to protect association property and maintain essential services.

5. Adjournment

There being no further emergency business to conduct, a motion was made to adjourn the meeting.

Motion: Adjourn the meeting.

- First: Geri
- Second: Cathy

Vote: All in Favor - Motion Passed Unanimously.

The meeting was adjourned.

Catherine McCullough

Secretary, Board of Directors

Victoria Palms Condominium Association, Inc.

