

Grand Haven Master Association, Inc.

Post Office Box 354785 | Palm Coast, Florida 32135

www.GrandHavenMHOA.com

Dr. Robert Jay Carlton, President
Mr. Vic Natiello, Vice President
Mr. Ed O'Brien, Treasurer

Mr. Mike Frichol, Director
Mrs. Denise Gallo, Director
Mr. Troy Railsback, Secretary, Ex-officio

Board of Directors Meeting Minutes (via Teleconference)

June 18, 2021

2:00 p.m.

Call to Order

The meeting was called to order by Dr. Robert Jay Carlton at 2:00 p.m.

Roll Call—Establish a Quorum

Members Present (via Teleconference): Dr. Robert Jay Carlton, Mr. Mike Frichol, Mrs. Denise Gallo, Mr. Vic Natiello and Mr. Ed O'Brien

Others Present: Mr. Troy Railsback & Mr. Thomas Leach – Southern States Management Group

A quorum was established.

Members who joined the teleconference available in Association Meeting File.

Pledge of Allegiance

Audience Comments (Three-minute Rule, Non-Agenda Items)

There were no audience comments at this time.

President's Comments

Dr. Carlton thanked the Board and Members for their continued support and efforts while participating in the teleconference meeting format during the COVID-19 circumstances and reviewed teleconference meeting protocols and procedures. Dr. Carlton expressed that he and the Board is looking forward to returning to in person meetings starting next month in July 2021.

Approval of Minutes

On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved the Meeting Minutes of the May 21, 2021 Board of Directors Meeting with two additional minor corrections provided by Mr. Frichol.

Committee Reports

Community Manager – Mr. Troy Railsback (SSMG)

Mr. Railsback updated the Board with general SSMG activities and accomplishments since the last Board Meeting. Mr. Railsback noted that all historical files from the GHMA/ADC storage unit have been removed and he was pleased to announce that the storage Unit was closed. SSMG is in the process of having those files from the storage unit scanned, turned into PDF's and added to each



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appropriate property file. Mr. Railsback indicated the other major SSMG topics/focuses and efforts are on the Agenda and will be discussed at that time.

Finance report – Mr. Ed O’Brien

Mr. O’Brien reviewed the year-to-date budget variances and the percentages on each category from the May 2021 financials. Mr. O’Brien reported on each operation’s details and noted that each operation is tracking close to budget at this time.

Problematic Properties – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolutions activities of the PPC. Dr. Carlton again stated that Grand Haven is down to a limited amount of PPC properties.

Architectural Design Committee (ADC) Liaison – Mr. Ed O’Brien

Mr. O’Brien reported on the activities of the recent meetings of the MADC with its meetings being held via teleconference, and the NCADC with its meetings being held using both teleconference and in person review, with social distancing, at the Grand Living Realty Offices.

Private Lawn Maintenance (PLM) Liaison – Mr. Mike Frichol

Mr. Frichol reported on the PLM activities. Mr. Frichol discussed conditions and activity summaries with respect to Work Orders and follow-up with vendors to resolve open items. Mr. Frichol noted that the PLM vendor who was struggling to keep up in certain Villages has made extra efforts during this period and appears to be caught up. Mr. Railsback expressed his input and continued remedies/actions that have been implemented to hopefully produce favorable outcomes.

CC&R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello reported on Compliance efforts. He provided other statistics relating to categories receiving the letters this period and noted trends in the Compliance efforts.

Oak Tree & Neighbor to Neighbor Liaison – Quarterly Report – Mrs. Denise Gallo**

Mrs. Gallo reported on the Neighbor-to-Neighbor Program and its successful activities. Mrs. Gallo also reported on the recent edition of The Oak Tree that was produced and distributed. There was also dialogue related to advertising space versus the number of total pages in the Newsletter.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that the Fine Committee met via teleconference and noted the Fine Committee meeting results were provided in the Board Packet for their review.

Community Development District (CDD) Liaison – Mrs. Denise Gallo

Mrs. Gallo summarized the topics discussed at the previous months CDD meeting(s) and/or workshop(s).

Action Item Review List – Mr. Troy Railsback (SSMG)

Mr. Railsback reported that there were no open SSMG Action Items at this time.



Unfinished Business

There was no Unfinished Business on the Agenda and/or addressed during this meeting.

New Business

1. ADC Inspector Selection – Mr. Ed O’Brien

Mr. O’Brien introduced the names of the 5 Association Members who expressed interest in volunteering as an ADC Inspector. Mr. Railsback referenced the 5 Candidate Information Sheets and Ballot included in the Board Packet for the Board to fill the open Inspector position. There were 4 of the 5 volunteer candidates able to attend the Board Meeting teleconference call, and they each addressed the Board with a brief introduction of who they were and why they would like to be considered. Each Board Member thanked all those that submitted to be considered and encouraged them to continue to submit for future openings as the Board is only able to choose one candidate at this time.

On Motion by Dr. Robert Jay Carlton, Mr. Vic Natiello, Mr. Ed O’Brien, Mr. Mike Frichol, and Denise Gallo all voting for Jan Bearce, the Board Approved having Jan Bearce fill the open ADC Inspector volunteer position.

2. Serving on Multiple Governing Boards and Committees (Revised) – Dr. Robert Jay Carlton

Dr. Carlton discussed the opportunity to update the Board Resolution regarding volunteers serving on multiple GHMA Committees and/or Boards. There was a lengthy Board discussion regarding different circumstances for volunteering and/or serving on Board/Committees in Grand Haven. Dr. Carlton referenced the proposed revised Board Resolution included in the Board Packet.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Ed O’Brien, the Board approved forwarding the draft resolution to counsel for any further revisions she believes to be warranted. The final revised draft will be placed on the July agenda for final discussion and Board action.

Mr. Natiello expressed his concerns regarding Grand Living Realty agents serving as ADC Inspectors as it relates to New Construction properties. The Board agreed to request a legal opinion from counsel regarding those concerns.

3. Impact of Ethics Policy upon Insurance Premiums – Mr. Vic Natiello

Mr. Natiello referenced the potential opportunity to reduce D&O Premiums by providing the GHMA’s Ethics Policy and the enforcement of it to the GHMA’s insurance agent, and the Board agreed. Mr. Railsback will facilitate this on behalf of the Board.

4. Board and Community Over-View – Dr. Robert Jay Carlton

Dr. Carlton communicated the status of the GHMA and Board position within the Grand Haven community and highlighted the support/efforts of the Board and property owners.



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Non-Compliance Issues Requiring Board Review

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, the Board considered a motion to approve a fine of \$500.00 Non-Compliance with Mr. Natiello, Mr. O'Brien and Mrs. Gallo in favor, and Dr. Carlton and Mr. Frichol opposed, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 1.

There was additional lengthy Board discussion.

On motion by Mrs. Denise Gallo, seconded by Mr. Mike Frichol, the Board Approved having legal counsel provide an opinion related to property #1 circumstances.

A Motion by Mr. Ed O'Brien to levy a penalty in accordance with the previously established fine matrix of \$250.00 on property # 2 was not seconded and did not advance.

On Motion by Mr. Mike Frichol, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 2.

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$500.00 on property # 3.

Director's Requests

Mr. O'Brien presented an update to the recently approved ADC Standards regarding section 2P on page 16 referencing living walls. Mr. O'Brien referenced proposed language change to the ADC Standards to resolve the concerns. There was Board discussion.

On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board approved the proposed language change to the ADC Standards.

Mr. Frichol presented the details of Senate Bill 630. There was Board discussion and the Board requested SSMG to address these and all recently implemented changes to FL Statute 720 and responsibilities of the GHMA.

Adjournment

On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the meeting was adjourned at 4:01 p.m.

