

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

May 20, 2022

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: Dr. Robert Jay Carlton, Mr. Vic Natiello, Mr. Mike Frichol, Mrs. Denise Gallo and Mr. Ed O'Brien.

Members Absent: None.

Others Present: Mr. Troy Railsback and Mr. Daniel Geisler – Southern States Management Group

A quorum was established.

Members' sign-in sheet located 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 had no comments at this time.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the Board Approved the Meeting Minutes of the April 22, 2022 Board of Directors Meeting.

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 presented and reviewed the 1st Quarter Compliance Summary for 2022. Mr. Railsback updated the Board on Daniel Geisler's significant progress on the Grand Haven Team thus far in taking over many of the responsibilities fulfilled by Thomas Leach.

Mr. Railsback reported to the Board that all GHMA Volunteers, including the GHMA Board, has signed the updated GHMA Ethics Policy, that went into effect in February 2022, with the exception of 1 of the GHMA ADC Inspectors. Mr. Railsback indicated in very recent conversations with this person, they indicated that they will not be signing the Ethics Policy without significant changes to



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it. There were a few questions from the Board. Dr. Carlton advised SSMG to invite this person to the next GHMA Board Meeting scheduled for June 17, 2022 and recommended that no ADC inspections be given to that individual until further notice, as the Ethics Policy had not been signed, to which the Board agreed.

Mr. Frichol indicated that he that street tree canopy compliance efforts should be pursued where applicable throughout the community to prepare/address concerns related to hurricane preparation as well as circumstances where property owners have not trimmed recently or in a timely manner.

Finance report – Mr. Ed O’Brien

Mr. O’Brien reviewed the year-to-date 2022 budget variances, and the percentages of each category from the April 2022 financials. Mr. O’Brien reported on each operation’s details and noted that each operation is tracking very 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 stated that the GHMA is down to a very limited amount of PPC properties and the account balance of one property accounts for more than 50% of the total balance. Dr. Carlton indicated that there were 2 significant dates scheduled for this month for two of the PPC properties and is hopeful for positive outcomes to resolve the open collection and legal matters and reach compliance on both properties.

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

Mr. O’Brien reported on the activities of the recent meetings of the NCADC and MADC meetings.

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.

CC&R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello conveyed last month’s compliance efforts along with other statistics relating to categories receiving the letters this period and noted trends. Mr. Natiello also provided additional feedback and trends related to the 1st Quarter 2022 Compliance Summary and correlations to previous Quarterly Summary reports.

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

There was no report at this time.

Fine Committee Liaison – Mr. Troy Railsback (SSMG)

Mr. Railsback stated that the Fine Committee meeting results were provided in the Board Packet for the Board’s review. Mr. Railsback provided feedback related to the newly appointed Fine Committee Member’s and Daniel Geisler’s first Fine Committee meeting.



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 for this Board Meeting.

New Business

1. Crossings Pool Service Contract – Dr. Robert Jay Carlton

Dr. Carlton presented notification received from the Crossings Village Pool Service Contractor indicating his plan to retire and transition out and close his business. It was recommended in this letter the GHMA retain the services of the contractor that will be obtaining and servicing the current contracts in place while he phases out and trains the vendor assuming his contracts. There was Board discussion regarding related options and whether the GHMA is amicable to honoring this request. The GHMA asked SSMG to call the references provided for the potential vendor taking over.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Mike Frichol, with all in favor, the Board Approved moving forward with accepting the recommended Crossing Pool Service Vendor and endorsing the training and transition plan.

2. Board and Community Overview – Dr. Robert Jay Carlton

Dr. Carlton conveyed a detailed overview of accomplishments and challenges addressed in the past year. He reviewed areas of concern identified by either residents, Board Members or SSMG along with the plan and outcomes for resolution. He expressed his gratitude for Association Members, his fellow Board Members and the appointed GHMA Volunteers servicing on Committees or acting as ADC Inspectors, for their continued efforts/commitments along the way to keeping Grand Haven Grand.

Non-Compliance Issues Requiring Board Review

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 \$50.00 on property # 1.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 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 \$50.00 on property # 3.



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 \$50.00 on property # 4.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 5.

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 \$50.00 on property # 6.

The Board agreed to take No Action Property # 7.

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 \$50.00 on property # 8.

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 \$50.00 on property # 9.

On Motion by Mr. Vic Natiello, seconded by Mr. Mike Frichol, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 10

The Board agreed to take No Action Property # 11.

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 \$50.00 on property # 12.

On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved to levy a penalty in accordance with the previously established fine matrix of \$50.00 on property # 13.

The Board agreed to take No Action Property # 14.

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 \$50.00 on property # 15.

Director's Requests

Mr. Natiello requested that the GHMA Board Notebook Updates be provided by SSMG in the near future.



Mr. Frichol requested discussed the language included Fine Levied Letters sent to property owners, specifically as to the FL Statute 720 requirements for notification and payment timing. SSMG explained the practicality and timing incorporated in the current letters as advised and supported by the GHMA Legal Counsel.

Mr. Frichol requested that noncompliance item regarding a Van/RV be addressed at a property he observed multiple times recently.

Mrs. Gallo expressed concern and requested support for a resolution to an open item at a River Club unit she is associated with regarding to a pest issue.

Adjournment

On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the meeting was adjourned at 3:19 p.m.



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