

Grand Haven Master Association, Inc.

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www.GrandHavenMHOA.com

Dr. Robert Jay Carlton, President
Mr. Vic Natiello, Vice President
Dr. Michael Tebbano, Treasurer

Mr. Al Petrie, Director
Mrs. Denise Gallo, Director
Mr. Troy Railsback, Secretary, Ex-officio

Board of Directors Meeting Minutes

December 19, 2025

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. Al Petrie, Mrs. Denise Gallo and Dr. Michael Tebbano

Members Absent: None

Others Present: Mr. Troy Railsback, Mr. Josh Welcker – 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)

None at this time.

President's Comments

Dr. Carlton wished everyone a Happy Holiday and New Year. He also thanked the Board.

Approval of Minutes

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, and with all in favor, the Board Approved the Meeting Minutes of the November 21, 2025 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.

Finance Report – Dr. Michael Tebbano

Dr. Tebbano introduced his reporting document and format to the Board. He indicated that he would provide a narrative along with the financial summary report attempting to capture that same financial reporting components as Mr. O'Brien for continuity. Dr. Tebbano reported that there were no additional significant variances/trends aside from those that have been previously by Mr. O'Brien during his monthly reports. Dr. Tebbano will continue to refine the presentation and looks forward to advances insight being provided to the Board he furthers his familiarity with GHMA Board operations.

Property Oversight Committee – Dr. Robert Jay Carlton

Dr. Carlton reported on the ongoing collection and resolutions activities of the POC. The POC continues to endeavor to reach full compliance on the open compliance Subject(s) of Concern(s) and remaining account balances to be collected.

Architectural Design Committee (ADC) Liaison – Mrs. Denise Gallo

Mrs. Gallo presented the summary report on the activities of the recent meetings of the NCADC and MADC. Total submissions continue to track to previous year's submissions.

Private Lawn Maintenance (PLM) Liaison – Mr. Al Petrie

Mr. Petrie along with Mr. Railsback and Mr. Welcker updated the Board on the prior months' PLM activities, accomplishments and focuses for each of the 3 PLM Vendors and the 9 Villages they are servicing. It was again noted that all 3 PLM vendors have been and continue to perform well.

CC&R Compliance Liaison – Mr. Vic Natiello

Mr. Natiello conveyed the most recent month's compliance efforts along with other statistics relating to categories receiving the letters this period and noted trends.

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

Mrs. Gallo reported on the progress and outcomes of both the Neighbor-to-Neighbor program and Oak Tree Newsletter. **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.

Community Development District (CDD) Liaison – Dr. Michael Tebbano

Dr. Tebbano reported on and summarized the topics discussed at the previous month's CDD meeting(s) and/or workshop(s).

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

Mr. Railsback reviewed the status of the Action Items as reported in the packet, and SSMG & the Board identified those that had been completed and/or needing to stay on the report.

Unfinished Business**River Club Landscaping Program – Update– Mr. Troy Railsback (SSMG)**

Mr. Railsback reported that the Landscape Program was completed in the middle of November prior to Thanksgiving and received great feedback from River Club property owners.

Crossings Holly Tree Replacement Program – Mr. Troy Railsback (SSMG)

Mr. Railsback reviewed previously submitted replacement tree options and basic pricing for the diseased Palatka Holly trees needing to be replaced in the Crossings Village. Mr. Railsback also provided an unsolicited email from a horticulturalist with suggestions for tree replacement. There was further discussion and the Board agreed that SSMG will pull together a program and resources to assist the Board in identifying which tree should be used as a replacement and what cost sharing opportunities are available to support the removal and replacement cost for these

specific Crossings Village resident properties. These will be reviewed/discussed/contemplated at the January 2026 and/or February 2026 GHMA Board Meetings.

PLM Survey Results – Discussion – Mr. Al Petrie/ Mr. Troy Railsback (SSMG)

Mr. Railsback talked through the limited results from the electronic PLM Survey. The Board would like to have the electronic survey sent again to those who have not responded and have SSMG pursue collecting more responses.

New Business

GHMA Position Statement – CDD Residential Street Tree Removal Program – Dr. Robert Jay Carlton

Dr. Carlton summarized the information in the Street Tree Removal Pilot Program and present to the Board a GHMA Position Statement regarding this topic. There was lengthy Board discussion. There was one change in the statement as presented resulting in removing a word. This Position Statement will be E Blasted to the Property Owners at a near future date.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board approved the GHMA Position Statement as present removing one word.

MADC Candidate(s) – Recommendations – Mrs. Denise Gallo

Dr. Carlton and Mrs. Gallo presented the outcome of the readvertising done in November for the open MADC positions. Both Dr. Carlton and Mrs. Gallo conducted the interviews early in December and presented their findings to the Board. Voting was then conducted for the open MADC positions.

On Motion by Dr. Robert Jay Carlton, seconded by Dr. Michael Tebbano, with all in favor, the Board approved to appoint Mr. Jeff Davies as a new MADC committee member.

On Motion by Dr. Robert Jay Carlton, seconded by Dr. Michael Tebbano, with all in favor, the Board approved to appoint Mr. Bill Delaney as a new MADC committee member.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Al Petrie, with all in favor, the Board approved to appoint Ms. Maria Gray as a new MADC committee member.

On Motion by Dr. Robert Jay Carlton, seconded by Dr. Michael Tebbano, with all in favor, the Board approved to have Mr. Hal Schwartz as an alternate MADC committee member.

Fine Committee Candidate – Recommendations – Mr. Troy Railsback (SSMG)

Mr. Railsback reviewed the reappointment interested from the members of the current Fine Committee. There was Board discussion, specifically related to attendance of each of the Fine Committee Members.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board approved to reappoint Mr. Joe Daily, Mr. Kenneth McGevna, Mr. Mike Writght and Mr. Robert Ziel to the Fine Committee, leaving 1 open position on the Fine Committee.

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, with all in favor, the Board approved to appoint Ms. Miriam Feibel as a new Fine Committee member.

Non-Compliance Issues Requiring Board Review

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 1.

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 2.

On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 3.

On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 4.

On Motion by Mr. Vic Natiello, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 5.

Director's Requests

None at this time.

Adjournment

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 4:09pm.