

PANTHER TRACE TOWNHOMES

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
12515 Bramfield Drive, Riverview, FL 33579
February 9, 2023
Meeting Minutes**

1. Certifying of Quorum-Call to Order

The meeting was called to order at 6:36 p.m. by Hector Morales. Renae Feacher, Eda Isom and Vivian Laster were present therefore a quorum was established. Timely meeting notice was confirmed. Jeana Wynja represented McNeil Management.

2. Approval of Minutes

The previous meeting minutes dated December 8, 2022 were reviewed by board.

On Motion: Duly made by Vivian, second by Eda and carried unanimously.

Resolve: To waive the reading of the minutes and approve as presented.

3. Management Reports and Owners Comments

Monthly Financials, Delinquent Accounts and Notifications: Reports were reviewed.

Manager's Comments: 2023 Painting Project & Solar Panel Guidelines was mailed to all residents and non-local owners on January 9, 2023. A 2nd Notice regarding 2023 Painting Project was mailed to all residents and non-local owners on February 7, 2023.

Other Reports:

Gate: Pedestrian gate repair occurred. Gate operators replaced.

Landscaping: The Board would like to look a new landscaper before auto-renewal of current contract because weeds are out of control and blowing of leaves is not occurring. The Board has addressed concerns with current landscaper on numerous occasions.

4. Old Business Items

Building Painting: Pending completion.

Message Board: Installed.

5. New Business Items

Janitorial Service: Board members discussed both concern and satisfaction with current provider. At the next board meeting, the Board agreed to consider 1 more proposal to be received.

Newsletter & Communication: The Board discussed sending out a newsletter once every 6 months to all residents and non-local homeowners. Manager to engage newsletter vendor to produce. The Board would like a subscribe feature added to the website, to send out email blasts to those who subscribe their email address. Manager to engage the webmaster to add.

Preservation of the Covenants and Restrictions: Per Florida Statutes, the Board is required to annually consider the filing of a notice to preserve the covenants / restrictions affecting the community from extinguishment under Marketable Record Title Act (MRTA) at the 30-year mark. The Association is 18 years old. The Board will need to have a meaningful conversation with the Association's attorney regarding preservation of the documents when the community comes closer to the 30-year mark.

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Director Comments: Director concern regarding enforcement of pit bulls and rottweilers in the community. The Board stated that new dumpster signs are needed; Rickie to send manager photo of current signs to order new/larger size. The Board would like to adjust the Parking Towing Policy to clarify unacceptable behavior of blocking a vehicle that is parked in a parking space.

Resignation: Eda Isom provided her resignation effective immediately during the meeting. The Board opened the floor for volunteers. Debra Havanec volunteered. Ahmad Brown volunteered but was later identified that he is not an official owner (his wife is the only person on the Deed).

On Motion: Duly made by Renae, second by Vivian and carried forward unanimously.

Resolve: To confirm the resignation of Eda Isom and to appoint Debra Havanec to the Board to fill Eda's current officer position.

Owner Comments: Removal of shrubs around condenser unit, irrigation concerns.

6. Adjournment

On Motion: Duly made by Renae, second by Hector and carried forward unanimously.

Resolve: Adjourn meeting at 7:53p.m.

APPROVED BY THE BOARD OF DIRECTORS 5/11/2023

Prepared by Manager on behalf of Secretary