

# ***Grand Haven Master Association, Inc.***

785 W Granada Blvd., Suite 5 | Ormond Beach, FL 32174

[www.GrandHavenMHOA.com](http://www.GrandHavenMHOA.com)

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

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

## **Board of Directors Meeting Minutes**

**January 19, 2024**

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. Ed O'Brien, Mrs. Denise Gallo and Mr. Al Petrie

**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)**

A member requested information relating to hog damage to their property and timelines and/or expectations with respect to sod replacement. The Board and SSMG conveyed the general understanding that there is not an expectation of resodding a property prior to having hog activity in that area addressed.

### **President's Comments**

Dr. Carlton discussed the January 4, 2024 Annual Meeting outcome and welcomed the new Board Member Mr. Al Petrie. Dr. Carlton also relayed that the GHMA successfully renewed the SSMG contract as well as the PLM contracts.

### **Approval of Minutes**

**On Motion by Mr. Vic Natiello, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Meeting Minutes of the December 15, 2023 Board of Directors Meeting, the January 4, 2024 Annual Membership Meeting and the January 4, 2024 Organizational Meeting.**



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## **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 – Mr. Ed O'Brien**

Mr. O'Brien reviewed the year-to-date and year end 2023 budget variances, and the percentages of each category from the December 2023 financials.

### **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 – Mr. Ed O'Brien**

Mr. O'Brien presented the summary report on the activities of the recent meetings of the NCADC and MADC, as well as the report(s) tracking ADC Submittals and monitoring submittals through the inspection process, closure and full compliance.

Mr. O'Brien mentioned that the Board will start its every 3-year review of the ADC Standards in the coming month(s).

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

Mr. Petrie reported on the PLM activities, which included the first meeting(s) with the new PLM Vendors. Mr. Petrie was pleased with the insight and direction provided by SSMG.

### **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 discussed the Quarterly Compliance Summary provided by SSMG. Mr. Natiello expressed the value in viewing the compliance summary efforts using a bar graphs analysis and also the benefits of viewing an entire years' worth of data in lieu of only 1 quarters worth.

### **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. There was discussion amongst the Board and SSMG with respect to certain Fine Committee Members continually voting in a way that conflicts with GHMA Policy and/or Resolutions as they relate to non-compliance activities by property owners. Voting in a way that does not result in consistent, equitable and non-selective outcomes is a concern of the Board and directed SSMG to again reiterate the importance of this to the Fine Committee Members.



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

Mrs. Gallo’s reported on and 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 reviewed the status of the Action Items as reported in the packet, and SSMG & the Board identified those that had been completed and/or needed to stay on the report.

**Unfinished Business**

**MADC Volunteer Position Opening – Mr. Ed O’Brien/Mr. Troy Railsback (SSMG)**

Mr. Railsback introduced the 2 candidate sheets in the Board Packet for 2 property owners who submitted interest in serving as MADC Members. The Board asked a few questions to each candidate who were in attendance.

**On Motion by Dr. Robert Jay Carlton, seconded by Mr. Vic Natiello, with all in favor, the Board Approved the appointing both candidates, Mr. Lee Lussier and Ms. Vanessa LaForte, to fill the 2 vacancies on the MADC.**

**Enhanced Sidewalk Inspection Program – Update – Mr. Troy Railsback (SSMG)**

Mr. Railsback discussed the recent Quarterly Sidewalk Inspection that he performed. Mr. Railsback indicated that his inspection was performed and included provided photo(s) of the sidewalk maintenance items of concern to assist owners in identifying specific maintenance needs without having to schedule an appointment with SSMG for them to point it out. Mr. Railsback reported that the photo(s) was well received and minimized questions and/or site visits for clarification. Other findings and trends were reviewed/discussed.

**Bids for Tree Limb Removal – 18 River Park Drive N. – Mr. Troy Railsback (SSMG)**

Mr. Railsback reviewed the additional quote obtained for a tree limb removal that is hanging over the roof of one of the townhomes in the River Club.

**On Motion by Mr. Vic Natiello, seconded by Mr. Ed O’Brien, with all in favor, the Board Approved the Jason Shaw Tree Service Bid for Tree Limb Removal at 18 River Park Drive North.**

**River Club Roofing Program – Update – Mr. Troy Railsback (SSMG)**

Mr. Railsback reviewed the proposals for the last 4 buildings needing roofs replaced and answered questions relating to the timing and notification for those River Club buildings.

**On Motion by Dr. Robert Jay Carlton, seconded by Mr. Al Petrie, with all in favor, the Board Approved the River Club Roofing Program.**

**River Club Tree Growth Regulator Program – Update – Mr. Troy Railsback (SSMG)**

Mr. Railsback presented the circumstances and lack of consistency and data relating to the application of tree growth regulator to the trees replaced in River Club. There was lengthy Board



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discussion of whether there is a basis and/or reason to implement the program again. The Board decided not to initiate the tree growth regulator program again.

### **New Business**

#### **Reappointment of MADC Members – Mr. Ed O’Brien/Mr. Troy Railsback (SSMG)**

Dr. Robert Jay Carlton, along with the rest of the Board, thanked both Mr. Paul Moses for 4 years and Mr. Leigh Jackson for 6 years serving on the MADC Committee.

Mr. O’Brien indicated that 5 of the MADC Member from 2023 expressed interest in continuing to serve. Mr. Railsback reviewed with the Board Mr. Robert Carlson’s interest in continuing to serve.

**On Motion by Mr. Ed O’Brien, seconded by Mrs. Denise Gallo, with Dr. Robert Jay Carlton Mr. Vic Natiello, Mr. Ed O’Brien and Mrs. Denise Gallo in favor, and Mr. Al Petrie abstaining, the Board Approved the Reappointment of Mr. Robert Carlson as a MADC Member.**

Mr. Railsback reviewed with the Board Mr. Al LoMonaco’s interest in continuing to serve.

**On Motion by Mr. Vic Natiello, seconded by Mr. Ed O’Brien, with Dr. Robert Jay Carlton, Mr. Vic Natiello, Mr. Ed O’Brien and Mrs. Denise Gallo in favor, and Mr. Al Petrie abstaining, the Board Approved the Reappointment of Mr. Al LoMonaco as a MADC Member.**

Mr. Railsback reviewed with the Board Mr. Ed Pikel’s interest in continuing to serve.

**On Motion by Mr. Ed O’Brien, seconded by Mrs. Denise Gallo, with Dr. Robert Jay Carlton Mr. Vic Natiello, Mr. Ed O’Brien and Mrs. Denise Gallo in favor, and Mr. Al Petrie abstaining, the Board Approved the Reappointment of Mr. Ed Pikel as a MADC Member.**

Mr. Railsback reviewed with the Board Mrs. Veronica Reinhardt’s interest in continuing to serve.

**On Motion by Mr. Ed O’Brien, seconded by Mr. Vic Natiello, with Dr. Robert Jay Carlton, Mr. Vic Natiello, Mr. Ed O’Brien and Mrs. Denise Gallo in favor, and Mr. Al Petrie abstaining, the Board Approved the Reappointment of Mrs. Veronica Reinhardt as a MADC Member.**

Mr. Railsback reviewed with the Board Mrs. Joanna Salkovitz’s interest in continuing to serve.

**On Motion by Mr. Ed O’Brien, seconded by Dr. Robert Jay Carlton, with Dr. Robert Jay Carlton Mr. Vic Natiello, Mr. Ed O’Brien and Mrs. Denise Gallo in favor, and Mr. Al Petrie abstaining, the Board Approved the Reappointment of Mrs. Joanna Salkovitz as a MADC Member.**

Mr. Railsback indicated that the ADC Inspectors have expressed their interest in continuing to serve.



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**On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved that the inspectors, Ms. Kathleen Fuss, Mr. Steve Roush and Mr. Gregg Wilson, will continue in 2024.**

Mr. Ed O'Brien indicated that with the resignation of Mr. Leigh Jackson, that Mrs. Joanna Salkovitz will serve as the Chair of the MADC. The MADC at its next regularly scheduled meeting will vote to designate its Vice Chair.

**Reappointment of Fine Committee Members – Mr. Troy Railsback (SSMG)**

Mr. Railsback reviewed with the Board Mr. Ed Bogas's service as a Fine Committee Member.

**On Motion by Dr. Robert Jay Carlton, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the Reappointment of Mr. Ed Bougas as a Fine Committee Member.**

Mr. Railsback reviewed with the Board Mr. Joe Daily's service as a Fine Committee Member.

**On Motion by Mr. Vic Natiello, seconded by Mr. Al Petrie, with all in favor, the Board Approved the Reappointment of Mr. Joe Daily as a Fine Committee Member.**

Mr. Railsback reviewed with the Board Mrs. Branka Damiani's service as a Fine Committee Member.

**On Motion by Mr. Ed O'Brien, seconded by Mrs. Denise Gallo, with Mr. Al Petrie, Dr. Robert Jay Carlton and Mrs. Denise Gallo in favor, and Mr. Ed O'Brien and Mr. Vic Natiello not in favor, the Board Approved the Reappointment of Mrs. Branka Damiani as a Fine Committee Member.**

Mr. Railsback reviewed with the Board Mr. Ken McGevna's service as a Fine Committee Member.

**On Motion by Mr. Ed O'Brien, seconded by Mr. Al Petrie, with all in favor, the Board Approved the Reappointment of Mr. Ken McGevna as a Fine Committee Member.**

Mr. Railsback reviewed with the Board Mr. Michael Wright's service as a Fine Committee Member.

**On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved the Reappointment of Mr. Michael Wright as a Fine Committee Member.**

**2024 Insurance Renewal Proposal – Update – Mr. Ed O'Brien/Mr. Troy Railsback (SSMG)**

Mr. Railsback referenced the Insurance Renewal Program in the Board Packet and highlighted the items that were the same as last year, as well as the differences. There was Board dialogue regarding the program and changes in costs. It was noted that the Crossings Pool area property coverage does not have wind coverage again in this renewal. As explained by the GHMA insurance agent in his email, the pricing for wind coverage at this time is not available and cost prohibitive. The GHMA insurance agent indicated that this was not uncommon and other Association with minimal exposure



from wind related perils would bind a policy that included coverage for all types of property coverage excluding wind. The Board again talked through the circumstance and related exposure should a windstorm cause damage to the Crossings Pool area.

**On Motion by Dr. Robert Jay Carlton, seconded by Mr. Ed O'Brien, with all in favor, the Board Approved the 2024 Insurance Renewal Proposal.**

**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 of \$50.00 on property # 1.**

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

**On Motion by Mr. Vic Natiello, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 4.**

**On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$500.00 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 of \$500.00 on property # 6.**

**On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 7.**

**On Motion by Mr. Ed O'Brien, seconded by Mr. Vic Natiello, with all in favor, the Board Approved to re-notice property # 8.**

**Director's Requests**

Mr. Natiello indicated the legislature is circulating vacation rental law reforms and as always the Board and SSMG will continue to monitor.

**Adjournment**

**On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 5:25 p.m.**



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