

Grand Haven Master Association, Inc.

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

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 24, 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, Mrs. Denise Gallo and Mr. Al Petrie

Members Absent: Mr. Vic Natiello, Mr. Ed O'Brien

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)

No audience comments regarding GHMA matters.

President's Comments

There were no comments at this time.

Approval of Minutes

On Motion by Mr. Al Petrie, seconded by Mrs. Denise Gallo, and with Dr. Robert Jay Carlton in favor, and all in favor, the Board Approved the Meeting Minutes of the December 20, 2024 Board of Directors Meeting, the January 2, 2025 Annual Membership Meeting and the January 2, 2025 Organizational 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. There was discussion regarding the Annual Assessment coupons not being delivered prior to January 1. SSMG reported that the mailing vendor took full responsibility for the error in not having the coupons delivered timely, and that the mailing vendor will not charge the Association for the mailing resulting in an approximate \$8,000+ in savings.



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Finance Report – Mr. Troy Railsback (SSMG)

In Mr. O'Brien's absence, Mr. Railsback reviewed the year-to-date 2024 budget variances, and the percentages of each category from December 2024 financials. Mr. Railsback reported on each operation's details and noted that each operation is tracking very close to budget at this time.

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

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

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

Mr. Petrie 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. Daniel Geisler

In Mr. Natiello's absence, Mr. Geisler 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**

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.

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

Mrs. Gallo reported on and summarized the topics discussed at the previous months CDD meeting(s) and/or workshop(s). The topics reported included an update on the Village Center Café renovations update and pond bank discussions/updates, as well as information regarding long range planning and recent feral hog activity happening again in and around Grand Haven. It was also reported that the GH CDD appointed a new Board Member. There was also discussion regarding Parcel K adjacent the Golf Club and Riverview Condominiums.

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.



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Unfinished Business

Pond Bank Inspection Report – Mr. Troy Railsback (SSMG)

Mr. Railsback and Mr. Geisler presented the status and/or updates regarding each of the 60+ properties cited for spartina planting requirements and lake bank maintenance requirements.

Updated SSMG 2024-2026 Contract – Dr. Robert Jay Carlton

Dr. Carlton updated the Board regarding the variance in the SSMG contract hours worked by the individual serving as the SSMG administrative executive support team member versus the language in the contract which specifies full time or 40 hours per week. Dr. Carlton will be work with Fred Annon of SSMG to incorporate an Appendix and/or modified language in the SSMG and GHMA contract.

PLM Survey revision status and survey timelines – Mr. Troy Railsback (SSMG) Mr.

Railsback indicated that the PLM Survey revisions have not been finalized. Dr. Carlton stressed the need and importance to finalize this immediately. MR. Railsback will schedule a meeting with the PLM Committee to develop the recommended changes so that they can be reviewed at the next Board meeting in February.

New Business

Fine Committee Vacancy – Mr. Troy Railsback (SSMG)

Mr. Railsback introduced the 2 candidates that submitted candidate information sheets to be considered for the open Fine Committee Member position. Each candidate had an opportunity to introduce themselves to the Board and provide information about themselves and the answer questions from the Board.

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved Mr. Robert Ziel to fill the open Fine Committee Member position.

Scope and Content of GHMA Meeting Minutes – Dr. Robert Jay Carlton

Dr. Carlton brought to the Board's attention some feedback from some of the Board members regarding the Meeting Minutes and the preferred and recommended content. The topic was open for discussion. The Board agreed to continue to have the minutes prepared as it has at this time.

Appointment of NCADC Representatives – Dr. Robert Jay Carlton

Dr. Carlton presented that the GHMA representatives on the NCADC have historically been the Chair and Vice Chair of the MADC. The Board agreed to continue this practice. The MADC organized its January Meeting and designated those positions.

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved the GHMA representatives on the NCADC to be Joanna Salkovitz who is the Chair of the MADC and Robert Carlsen who is the Vice Chari of the MADC.

2025 Insurance Program Renewal – Discussion – Mr. Troy Railsback (SSMG)

Mr. Railsback presented the 2025 Insurance Program Renewal quote. The renewal date is February 2, 2025. The Board packet included a narrative and explanation from the Association insurance broker Phil Masi of Assured Partners regarding the anticipated and unanticipated insurance pricing on the lines over coverage the Association is obligated to have. Dr. Carlton expressed his frustration with the insurance renewal process and not being able to have more time and Board Meetings to review the quote and consider alternatives. The Board discussed not having certain lines of coverage to save some costs, such as not having property coverage on the Crossings Pool and Bath House because the property policy already excludes wind coverage should the property get impacted and have a loss due to a hurricane. The Board identified a few questions for Mr. Railsback and Dr. Carlton to confirm should the Association consider not binding certain lines of coverage, specifically the property coverage.

On Motion by Dr. Robert Jay Carlton, seconded by Mr. Al Petrie, with all in favor, the Board Approved the insurance renewal with consideration for not moving forward with property coverage on the Crossings Pool and Bath House.

Non-Compliance Issues Requiring Board Review

On Motion by Mrs. Denise Gallo, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 1.

On Motion by Mrs. Denise Gallo, seconded by Dr. Robert Jay Carlton, with all in favor, the Board Approved to levy a penalty of \$50.00 on property # 2.

On Motion by Mrs. Denise Gallo, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$500.00 on property # 3.

On Motion by Dr. Robert Jay Carlton, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$250.00 on property # 4.

On Motion by Mr. Al Petrie, seconded by Mrs. Denise Gallo, with all in favor, the Board Approved to levy a penalty of \$1,000.00 on property # 5.

On Motion by Mrs. Denise Gallo, seconded by Mr. Al Petrie, with all in favor, the Board Approved to levy a penalty of \$1,000.00 on property # 6.

Director's Requests

None at this time.

Adjournment

On Motion by Mr. Al Petrie, seconded by Mrs. Denise Gallo, with all in favor, the meeting was adjourned at 3:50 pm.



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