

ROYAL PALM BAY CONDOMINIUM ASSOCIATION
2024 Royal Bay Blvd., Kissimmee, FL 34746

SUBJECT: Board of Directors Meeting
MEETING DATE: Thursday, September 28, 2023, at 6:30 p.m.
MEETING LOCATION: Clubhouse

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DRAFT MEETING MINUTES

- I. **CALL TO ORDER** - Meeting called to Order at 6:37 pm by Attorney Karen Marcell.
- II.
- III. **ESTABLISH QUORUM** - Quorum was established with two (2) Board members present, Wanda Carrasquillo and Silvia Ibanez. Tania Bonilla, LCAM represented Associa Community Management.
- IV. **APPROVAL OF PRIOR MEETING MINUTES:** Wanda made a motion to approve the meeting minutes from April 2023. Silvia seconded the motion. All in favor, motion carried.
- V. **OLD BUSINESS:**
- **Decks:** LCAM Tania provided an update on the work schedule provided by vendor.
 - **Power Roofing:** Attorney provided an update.
 - **Reserve Study:** Silvia advised owners on the status of the reserve study.
 - **Updated Rules & Regulations:** Attorney provided update and board decided to allow owners to view the old and new rules on Townsq. for all owners to compare before board approves.
- VI. **NEW BUSINESS:**
- **Financials:** A preliminary copy of the July and August financials was provided. LCAM and Board provided an update on the financials.
 - **CPA Audit:** Board advised owners regarding the CPA Audit.
 - **Landscape Proposals:** Board reviewed 4 different proposals and had a discussion.
 - **BOD President Report:** Wanda provided a recap of her time as Board president.
 - **BOD VP Report:** Silvia provided a recap of her time as Board Treasurer
 - **Associa & Board Communication Protocols:** LCAM provided information on the different channels of communication and update on new admin availability.
- VII. **MOTION TO ADJOURN:** Silvia motioned to adjourn the meeting at 8:36 PM. Wanda seconded. Motion carried.

Minutes Prepared by Tania Bonilla, LCAM