



**PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT**

215 Holiday Park Blvd. NE
Palm Bay, Florida 32907-2196
Office: 321-724-2240

BOARD OF TRUSTEES

**REGULAR MEETING MINUTES
November 11, 2019 – 7:00PM**

Jack Emerich
Chairperson

Ellouise Raffo
1st Vice-Chairman

Michael Ham
Trustee

Joanne Gaughan
Secretary

Gaston Pelletier
Assistant Secretary

Keith Rittscher
Treasurer

Barbara Whitneck
Assistant Treasurer

Trustee

Joe Prisco
Trustee

Sheree Morris
District Manager

Karl Bohne
District's Attorney

*** To comment on an item, after you have been recognized by the Chair, please go to the microphone and clearly give your name and address for the record. You may speak for up to three minutes. Note: If formal action is to be taken on an item by the Board, public comment will be requested prior to the vote.**

***Silence ALL cellphones during public meetings**

NOTE: MINUTES OF BOARD MEETINGS ARE PREPARED IN SUMMARY FORM ONLY. PER CHAPTER 286.0105 FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL A DECISION OF THE BOARD, HE/SHE SHOULD ARRANGE FOR A VERBATIM RECORD OF THE PROCEEDINGS WHICH INCLUDES THE TESTIMONY IN EVIDENCE ON WHICH THE APPEAL IS MADE.

"A community intended and operated for persons 55 and older"



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The November 11, 2019 Regular Meeting of the Port Malabar Holiday Park Mobile Home Park Recreation District was called to order by Chairman, Jack Emerich, at 7:00 p.m. After a Moment of Silence, the Pledge of Allegiance was recited.

Roll Call: Present were Trustees Jack Emerich, Ellouise Raffo, Joanne Gaughan, Gaston Pelletier and Barbara Whitneck. Absent were Trustees Joe Prisco, Keith Rittscher and Michael Ham. Also present was District Manager, Sheree Morris.

Chairman Comments: Jack Emerich announced that an invocation will be resumed at the next meeting. Also, he asked for a motion to cancel the scheduled December 23rd Workshop Meeting. Motion made by Joanne Gaughan, second by Barbara Whitneck; motion carried. The Chairman also announced that attorney, Karl Bohne, would not be in attendance. We will try to reschedule for either of the remaining 2 meetings left in 2019.

Minutes: Barbara Whitneck made a motion to accept the minutes of October 28, 2019. Joanne Gaughan pointed out an error and the motion was amended to accept the minutes, with corrections, second by Ellouise Raffo; motion passed.

Treasurer's Report: In the absence of Keith Rittscher, Barbara Whitneck gave an overall report. Present assets are \$829,353.80 reduced due to payment in full of remaining two loans. While we are slightly over-budget, income will soon begin with payment of taxes and fees. Motion to accept the Treasurer's Report was made by Joanne Gaughan, second by Ellouise Raffo, motion carried. ***

Manager's Report: Fourteen raccoons have been trapped and relocated; however, the problem still exists. Resident, Bob Shearer, suggested contacting the owner of abutting shopping center regarding the matter and seek their cooperation as well as business owners. Decals are in and disbursement will begin on a scheduled basis beginning December 2, 2019. Our past auditors are unable to conduct our audit this year. A quote from the firm of Suplee Shea Cramer & Rocklein, P.A. (*Sarasota*) (the firm currently used by our sister park) was received in the amount of \$13,900. A motion to accept this bid was made by Ellouise Raffo, second by Barbara Whitneck, motion carried. Resident Patti Peck asked if this amount was already in our budget; answer yes since it is an annual expense. Alligators have been seen in our back pond and resident Rod Lindsey said Tillman Canal will not allow any type of meshing to be installed. Resident Joan Cirone asked for update regarding Palm Bay City Hall meeting. Sheree Morris informed her that Holiday Park was not on their agenda and would be at their December 5th meeting. Full District Manager report attached. ***

Old Business: Resident Jamy Welch presented an invoice for new and needed furniture for the Billiards Room in the amount of \$4,929.82. A motion to purchase the furniture from Aurora Billiards in the amount of \$4929.82 was made by Joanne Gaughan, second by Ellouise Raffo; motion carried.



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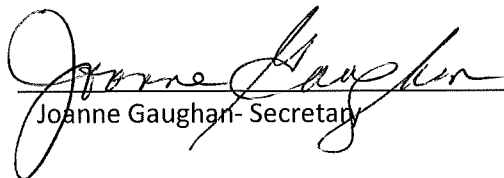
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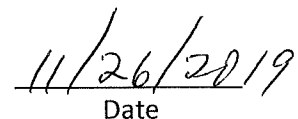
New Business: A revised District Manager Job Description will be posted and discussed at the next meeting.

Public Comment: Resident Helen Ferguson asked why wreaths were not displayed for Veterans Day. Sheree Morris apologized for the oversight and will make a notation that that be done each year. Bob Rudden suggested a drop-down projection screen for all to be able to see. He will report with further details since there is an interest. Terry Steimer made a tribute to all veterans. Sam Aloisio complained about U.S. Lawns performance and will submit a written complaint to Joe Prisco for follow-up.

Trustee Comments: Joanne Gaughan said several complaints have come in regarding unleashed dogs. She reminded all dog owners to be respectful and comply with the District's Policies and Rules and Regulations. Barbara Whitneck thanked all for attending.

Ellouise Raffo made a motion to adjourn, second by Barbara Whitneck. Meeting adjourned at 8:03 p.m.


Joanne Gaughan- Secretary


Date

****Reports referenced in Minutes may be accessed under "Manager Reports" and "Revenue and Financials" on our website "holidayparkfl.com" per Administrative Assistant.*