



# 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 (approved)

November 27, 2023 – 7:00 PM

Kathy Stone  
Chairman

Nancy Miller  
Trustee

Vacant  
1<sup>st</sup> Vice-Chairman

Vacant  
Trustee

Cindy Harris  
Secretary

Robert Eldridge, Sr.  
Trustee

Rebecca Earnest  
Assistant Secretary

David Kearns  
Trustee

Barbara Dufault  
Trustee

Karl Bohne Jr.  
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.**

**\* ALL cellphones on airplane mode 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"**

# BOARD OF TRUSTEES

## MEETING MINUTES (APPROVED) November 27, 2023

Meeting called to order at 7:02 by Chairman Kathy Stone

Invocation by Becky Earnest

Pledge of Allegiance by all in attendance

Roll Call: Kathy Stone, Nancy Miller, David Kearns, Barbara Dufault, Becky Earnest, Robert Eldridge Cindy Harris was absent

Chairperson Announcements:

- a. The ACC Board has several vacant chairs. If you are interested in serving, please submit your letter of intent
- b. Food home delivery Interest Form
- c. Fifty-dollar fee on application key to the storage compound
- d. Mark Bodoh and Joan Occhionero's resignation
- e. Kathy stated that because we had no quorum on Nov. 11 she is asking all Trustees to please call her or the office if you can't make a meeting. The members absent were Bob Eldridge, Cindy Harris, & David Kearns

Approval of Minutes

- 10/16/23 Motion by Nancy Miller, seconded by Barb Dufault. Motion passed 6 Yes 0 No  
10/18/23 Motion by David Kearns, seconded by Nancy Miller. Motion passed 6 Yes 0 No  
10/25/23 Approval tabled until corrections are made  
10/23/23 Motion by Barb Dufault, seconded by David Kearns. Motion passed 6 Yes 0 No

Treasurer's Report

given by Kathy Stone with Mark Bodoh's help. Becky Earnest made a motion to approve, seconded by Nancy Miller. 6 Yes 0 No

District Report - Kathy Stone:

See attached report

OLD BUSINESS

- a. Turn Key Bookkeeping Service. The contract is being raised by \$100.00 per month. After much discussion it was decided to table this until next meeting. Kathy will talk with Cindy
- b. FREEHILL Asphalt of Brevard – David Kearns. He is trying to get 3 companies to look at our roads and then an RFP will be sent out.
- c. Laundry Room Rental agreement – Becky Earnest. After finding out about the rates from Axxon on new service Becky made a motion to approve our existing agreement, seconded by Barb Dufault. Motion passed 6 Yes 0 No The new rates will be \$2.50 per wash and \$.50 for dryer. CSC Service Work
- d. Office Computers – Nancy Miller She and her friend determined that our computers are up to date and meet our business needs. We have several issues with former employees still having access to our computers. Our IT guy should be able to correct this. Also we are paying for 3 licenses where as we could get 1 business All the computers need to be networked.

- e. Keys Property Management – Kathy asked Patti Peck to make the presentation (form attached) Much discussion
- f. District Manager/Supervisor – Patti Peck made the report for the committee. None of the Trustees had copies of it so it will need to be added to the next agenda.
- g. Deb Phippen – Spectrum problem She could not get access to basic cable for her unit for 10 months so she's asking for a rebate of that amount. Nancy Miller made a motion to pay the fee, seconded by Robert. Motion passed 6 Yes 0 No

NEW BUSINESS

- a. Employee Performance Review. Kathy gave a synopsis of the report. The people for raises are Robert, Dwayne, Maiya, Derrick & Stephen. Nancy Miller made a motion to give them a raise of 3% Motion passed 5 Yes 1 No The raises will be retroactive to Oct 1
- b. New Employee – Daniel Turnowski/Custodial – Kathy Stone gave a good review. Everything that he has been asked to do, he's done right away.

ACC REPORT – None


HPPOA REPORT Karen Cariero thanked the staff who helped with the Christmas decorations.

PUBLIC COMMENTS Mark Bodoh asked for a special meeting for board's response to the employee meeting. Chris Marelle talked about the \$50. fee for the compound key. The amount is being put on the applications. Wayne Adams wanted to know why the Trustee who broke the Sunshine law is still on the board. Steve Ambrose talked about having a fee for the compound. He suggested \$100.00 yearly. Most places charge \$75.00 per month. Robin Fox requested a meeting with the DM about a problem she is having with ACC. DM will meet with her tomorrow afternoon. Bruce Crabb mentioned that all the lots that were taken off the Spectrum list will need to be added again when they are occupied. Otherwise, they will have the same issue as Deb Phippen had with getting connected with Spectrum

TRUSTEE COMMENTS: Barb Dufault – none Becky Earnest said we didn't make a motion not to use a management company and thought we should She made the motion seconded by Nancy Miller. Motion passed 4 Yes 2 No

Becky Earnest made a motion to adjourn, seconded by Barb Dufault. Motion passed unanimously

Respectfully submitted,



Rebecca Earnest, Assistant Secretary

11-28-23

Date