

PARRAMORE SHORES PROPERTY OWNERS' ASSOCIATION, INC.

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BOARD MEETING

Hosted by Laura Myers
2735 Deborah Drive
April 20, 2023 at 7:00 PM

MINUTES

1. Meeting Called to Order – The meeting was called to order at 7:09 pm
2. Attendance/Quorum – All of the Board members were present except for Camille Pawlik who participated by telephone. Also in attendance were Pamela Aveling and Cheryl Casinelli.
3. Approval of Agenda – A motion was made by Brian Armstrong and seconded by Arthur Aveling to approve the agenda. The motion was approved by a 7-0 vote.
4. 2023 New Slate of Board of Directors was present - Arthur Aveling, Brian Armstrong, Laura Myers, Camille Pawlik, Buster Johnston, Teresa Bailey, Joe Viera
5. Election of Officers – The election of Officers was discussed with the following recommendations:
 - President: Brian Armstrong
 - Vice President: Arthur Aveling
 - Secretary: Camille Pawlik
 - Treasurer: Laura Myers

A motion was made by Joe Viera and seconded by Teresa Bailey to approve the slate of Officers. The motion was approved by a 7-0 vote.

6. Approval of Minutes - A motion was made by Brian Armstrong and seconded by Arthur Aveling to approve the following minutes. The motion was approved by a 7-0 vote.
 - January 19, 2023 Board Meeting
 - February 7, 2023 Board Meeting

The minutes from the March 21, 2023 Annual Membership Meeting were not completed so they were not approved.

7. Debrief of Annual Meeting 2023 – There was general discussion about the Annual Meeting.
8. Required Paperwork for Board of Directors
 - Report to the Secretary of State – New Slate of Officers + Filing Fee

Camille Pawlik will make sure that the Annual Report is filed by May 1, 2023 as required. [Note the Report was filed on April 28, 2023]. She also said she will send the new Board members a certification form they need to sign that conforms with Florida Statutes. [Note that all new Board members have signed and returned the Certification Form].

9. Financial Report – Laura discussed the Financial Report. A motion was made by Arthur Aveling and seconded by Teresa Bailey to approve the Financial Report. The motion was approved by a 7-0 vote.
10. Old Business
 - A. Accessory Buildings – the policy developed by Arthur Aveling was discussed and it was determined that Accessory Buildings need to be approved by the Architectural Control Committee. A motion was made by Laura Myers and seconded by Buster Johnston to appoint Brian Armstrong, Arthur Aveling and Joe Viera to the Architectural Control Committee. The motion was approved by a 7-0 vote.

Joe Viera is going to review and revise the policy developed by Arthur Aveling and bring it back to the Board.
 - B. Tree Removal Procedures – the policy developed by Arthur Aveling was discussed along with the letter from Linda Desilets requesting assistance with the costs of removing a tree on their property. It was decided that Brian Armstrong would first check into the regulations to confirm responsibility for the maintenance of the right-of-way area. Then Brian would contact the Desilets regarding their request and relay to them that it was not in the PSPOA interest to pay for any tree removals going forward. The tree removal policy was tabled until the next Board meeting.
 - C. VRBO (Short Term Rentals) - the policy developed by Arthur Aveling was discussed and it was decided that we should try to mirror the requirements within the agreements between the property owner and VRBO/Airbnb. All the Board members were encouraged to revise or add any requirements they recommend so that this item can be discussed at the next Board meeting. Once the Board has developed and approved the policy, we may need to amend the Restrictive Covenants and/or Bylaws and will need to engage an attorney to assist us.
 - D. Estoppel Fee – Arthur Aveling mentioned that effective January 1, 2023, Florida Statutes allow for a fee of \$299 to provide Estoppel letters at real estate closings. A motion was made by Arthur Aveling and seconded by Joe Viera to enact this \$299 fee effective immediately. The motion was approved by a 7-0 vote. In addition, a motion was made by Arthur Aveling and seconded by Laura Myers to give the Board latitude to spend this non-assessment revenue for community goodwill. The motion was approved by a 7-0 vote.
11. New Business – Arthur Aveling recommended that Buster Johnston serve as the liaison between the Board and David Scott on all road maintenance matters.
12. Adjournment at 9:14 pm