

Phoebe Park Association, Inc.

ANNUAL MEMBERSHIP MEETING MINUTES

5721 Osprey Ridge Drive, Lithia, Florida 33547

March 13, 2024, 6:30 PM

1. Call to Order 6:33PM by President
2. Angela McCarthy was present from Vanguard Management
3. Establish Quorum:
Members – Ellen, Todd, Joe and Ross were present. Melinda was absent.
Members Present- 27
Proxies – 85
4. Confirmation of new board- no election needed due to having 5 candidates.
5. Meeting minutes from 2023 Annual Membership were re-approved. Motion to approve the minutes was made by Ross, seconded by Todd and approved.
6. Ellen addressed the actions taken by the Board during the past year:
 - a) Change of manager from Vanguard
 - b) Creation of a community directory which includes advertising and community information. Project was paid in full by fees for advertisements.
 - c) Revised email listing
 - d) The new landscaping company- Bright-View has not lived up to our expectations and interviewing for another company will take place.
 - e) Improved the amendment regarding elections in our Bylaws.
 - f) Implemented having villa owners submit proof of Homeowners insurance as required in the documents.
 - g) Improved communication to the residents by holding workshops, message board and emails.
 - h) Extensive pool repairs initiated and completed
 - i) Drainage project behind villas on PhoebePark Ave. that back onto Dorman Road. Todd reviewed the project which the Board had approved. Funds will be accessed from interest and unused reserve monies.
7. Anne Thomas And Susie McMillan volunteered for Social Committee. Approved by Board
8. Owners spoke regarding their dissatisfaction with the landscaping company. The contract will be reviewed and dismissal letter sent to Brite-View.
9. Future dates of Board meetings:
June 12, 2024
September 11, 2024

December 11, 2024

Motion to adjourn the annual membership meeting by Ellen at 6:57 pm and seconded by Joe Croce. Motion passed.

**Phoebe Park Association, Inc.
Board of Directors Meeting Minutes
5721 Osprey Ridge Drive, Lithia, Florida 33547
March 13, 2024**

Follows Annual Meeting

- 1. Call to order by Ellen Chambliss, President at 6:57 PM**
- 2. Establish quorum, 4 board members present**
- 3. New Board Positions:**
 - President- Ellen Chambliss**
 - Vice President- Joe Croce**

Treasurer- Todd Zeigler

Secretary- Melinda Walsh

Member-at-Large- Ross Lowry

Motion made to approve the Board made by Todd, Seconded by Joe, and passed.

- 4. Motion to adjourn Board meeting at 7:02PM by Ellen, seconded by Joe and approved.**