

**ROOKERY BAY MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS BUDGET MEETING**

DATE: **Tuesday, February 27, 2024, at 10am**
PLACE: PBC Clubhouse or Zoom
701 Perico Bay Blvd. Bradenton, FL 34209 and via ZOOM

MINUTES

1. CALL MEETING TO ORDER & PROOF OF NOTICE: The meeting was called to order at 10:03am. Proof of notice was provided in accordance with FL ST 718 and the association's governing documents.
2. ROLL CALL & DETERMINATION OF QUORUM: A quorum was established with the following board members present; Jim Elder, Bruce Schoenberg, Chris Dutton, Melody Kolb (ZOOM), and Harvey Federman.
3. APPROVAL OF PREVIOUS MINUTES 1/30/2024: **MOTION** made by Jim, seconded by Harvey to approve as presented. MOTION passed unanimously.
4. INSURANCE AGENT PRESENTATION, JIM CIRILLO outlined the current insurance status. Jim also commented on the 2024 upcoming market and available carriers.
5. UNFINISHED BUSINESS:
 - a. Jim Elder provided an update on Landscaping. Bruce and volunteers completed the mulch installation. THANK YOU all.
 - b. Jim confirmed there is not a current Brightview signed contract.
 - c. Nicole and Jim will follow up regarding FLC.
6. NEW BUSINESS:
 - a. Maintenance Items / Quote for Repairs
 - i. Bruce and David met with Humberto at A to Z.
 - ii. Bruce recommended handyman Bill Pearce, BMP Specialty Services. Bill submitted quote for new building numbers. Bill will also quote for gutters work. **MOTION** made Bruce, seconded by Jim to approve BMP quote in the amount of \$1,350. MOTION passed unanimously.
 - b. Pool equipment review: Scheduled for this Thursday, 2/29.
 - c. Budget review and discussion of reserves: The Board reviewed aloud. 2024 on track as of 1/31/24.
 - d. Preparation for annual meeting: 3/26
 - i. Melody will resign as treasurer.
 - ii. Proxy to include waiver of Reserve Funding (less than 100%)
 - iii. Carryover Vote
 - iv. No ballot election (names submitted are equal or less to available seats)
7. NEXT MEETING DATE: Membership March 26th at 10am.
8. ADJOURNMENT: With no further business to discuss, the meeting adjourned at 11:12am.

Submitted by:
Nicole Banks, CAM
Sunstate Management
For the Board of Directors