BOARD MEETING MINUTES PHASE I

Date: October 21, 2025
Time: 5:40 pm – 6:20 pm
Location: Hybrid – In-Person & GoToMeeting

Agenda:

1 - Call to Order
2 - Quorum Established
3 - Review/Approval of Minutes
4 - Review/Approval of Financial Reports
5 - Unfinished Business
6 - New Business
7 - Board Members Open Discussion
8 - Adjournment of Meeting

Minutes:

1 - Call to Order
The meeting was called to order by Theresa Torchin HOA President at 5:40 p.m.

2 - Quorum
A quorum was established with the following members present: President Theresa Torchin, Treasurer Kay Finkelstein, Secretary Stacie Segal, Director Mark Salgueiro, and Vice President Chris Mullen.
Also attending was Karen Wiseman.

3 - Minutes
The minutes from the previous meeting were accepted and approved without change.
Motion to accept by Theresa Torchin, seconded by Kay Finkelstein.
This was voted upon and accepted unanimously.

4 - Financial Report
A: The financial reports for July, August, and September were reviewed and accepted without change. The ending balance for the quarter was $51,968.58. Motion to accept by Theresa Torchin, seconded by Kay Finkelstein.
This was voted upon and accepted unanimously.
B: There were no sales.
C: There were five delinquencies.
D: Phase I was not on budget. Deficiencies are accounted for in the new budget. A new line was added for Federal taxes. There is an increase in costs for insurance, utilities and trash. Training for Board Members will be funded from the HOA Administration costs.
Motion to accept by Theresa Torchin, seconded by Kay Finkelstein.
This was voted upon and accepted unanimously.

5 - Unfinished Business

A: The tree work is completed. The large Oak was determined to be the responsibility of the HOA. One dead maple was removed.

6 - New Business

A (1) Annual Mailing – Amendments were made to the mailing/posting packet and were approved.
Motion to accept by Theresa Torchin, seconded by Kay Finkelstein.
This was voted upon and accepted unanimously.

A (2) Postage – Postage will be purchased from Stampsdeals.com and will be reimbursed to Kay Finkelstein, Treasurer, who purchased them on her credit card at a significant savings to the HOA.
Motion to accept by Theresa Torchin, seconded by Kay Finkelstein.
This was voted upon and accepted unanimously.

A (3) Printing – Printing will be done in black & white at the printer's office and distributed. Our website and email notification attachments will have the color version.
Motion to accept by Theresa Torchin, seconded by Stacie Segal.
This was voted upon and accepted unanimously.

B: Pasco County signage – Pasco County will be installing "No Parking" signs at the end of each court.

C: Estimate for drainage ditch dredging next year. If Craft Tech Property Services is able to complete the dredging project on its own, it is estimated the cost will be between $2500 - $3000. If we need to go outside our current vendors, the cost may run to $5000.00. The cost can be funded from the money market account if necessary.

7 - Board Members Open Discussion – No discussion was had.

8 - Adjournment of Meeting at 6:20 p.m.

The next Board of Directors Meeting is Tuesday, January 20, 2026 at 5:30 p.m.
Hybrid in person/virtual GoToMeeting.
Annual Meeting is Tuesday, January 27, 2026 at 7:00 p.m. GoToMeeting.