

## **MAJESTIC BAY TOWNHOMES CONDOMINIUM ASSOCIATION, INC.**

C/O Solutions Property Management of Florida, Inc.  
2235 N Courtenay Pkwy, Suite A,  
Merritt Island, FL 32953

Date: March 28 2018

### Annual Meeting Minutes

1. Call to Order: Meeting was called to order at 6:05PM by Dan Green.
2. Quorum/Proxies: Quorum could not be established with only 5 people in person and two proxies.
3. Proof of Notice of Meeting Posting: Agenda and Proof of Notice was mailed to each homeowner and posted on property more than 14 days in advance of the meeting.
4. Adjournment: Meeting adjourned at 6:09PM with no election. The three persons that provided their intent to run will hold the directors positions and be determined in the Organizational Meeting to follow.

### Organizational Meeting Minutes

1. Call to Order: Meeting was called to order at 6:09PM
2. Establish a Quorum: Quorum of 3/3 board members were present
3. Proof of Notice: Agenda and Proof of Notice was mailed to each homeowner and posted on property more than 14 days in advance of the meeting.
4. Selection of New Directors: Don Stieler made a motion for Dan Green to be the President of the Board, Christine Brown seconded. All in favor. Dan Green made a motion for Christine Brown to be Treasurer of the Board, Don Stieler seconded. All in favor. Dan made a motion for Don Stieler to be Secretary of the Board, Christine Brown seconded. All in favor.
5. Old Business:
  - a. Rental Background checks will be conducted by Rachel of Solutions Property Management. Approval by Association prior to lease signing. Rachel will also enforce the 7 day renters policy.
  - b. 2017 Annual Filing signed at this meeting

- c. Don Assigned as “Landscape Coordinator” to coordinate with Rachel for any irrigation repairs. Locate a handyman to perform irrigation repairs, must be licensed and insured.
  - d. Delinquent accounts will be monitored, most are not significant. The one larger delinquent account will be sent a notification.
  - e. Rachel to investigate insurance policy to ensure only Majestic Bay Building is listed.
6. New Business
- a. Christine to volunteer to clean the bathroom. She will utilize the Ace Hardware account for supplies and bill to the Association c/o Solutions Property Management.
  - b. Arrange to have antenna removed on 121.
  - c. Next Meeting will be held at the Pool Cabana with a Meet N Greet to follow. Thursday April 26<sup>th</sup>, 2018 at 6:30PM.
7. Adjournment: Don made a motion to adjourn the meeting, Dan seconded the motion. All in favor. Meeting adjourned at 7:13PM