

Palmer Ranch Master Property Owners Association, Inc.
Board of Trustees Meeting
July 26, 2018
MINUTES

A meeting of the Board of Trustees of Palmer Ranch Master Property Owners Association, Inc., was held on July 26, 2018 at Covenant Life Church, 8490 McIntosh Road, Sarasota, Florida 34238.

Trustees present: Bob Holzman, Garry Wharton, Joel Schemmel, Kathrin Harris, Lee Katz, Nicholas Spina, Peggy Wells, Rob O'Connor, Steve Jeantet and Andrea Suarez

Trustees absent: Aaron Herschberger, Claudia Brooks, Dick Beitel and Steve Anderson

Representatives present: Henry Warren of The Hamptons; Mark Krakower of Marbella; Carol Auricchio of Mira Lago; Bob Holzman of Prestancia; Wayne Gold of Sandhill Preserve; Mark Newcombe of Silver Oak Estates; Denise Etten of Stonebridge; Phyllis Prager of Stoneybrook Estates; Joe Brand and Al Gryczka of Vineyards at Silver Oak; Gabriel Schlosser and John Cleary of Wellington Chase; Steve Jeantet representing Covenant Life Church; and Andrea Suarez representing Palmer Park Plaza and Palmer Park of Commerce.

Resident members present: Bob Swan from Prestancia; Elaine Heckart from Marbella; Ken Brinker from Stoneybrook Golf & Country Club; and Tom Cunningham from Cobblestone.

Palmer Ranch Master Association staff in attendance: Tracy Smith, Sue Ambrecht and Carrie Agosto

Convene/ Confirmation of Quorum

President Elect Garry Wharton convened the meeting at 3pm, following confirmation of a quorum.

Resignation of Trustee

It was noted that Residential Trustee Cathy Leetzow presented her letter of resignation from the Board of Trustees and all committees, effective immediately.

Minutes of previous meeting

There being no changes or corrections, the minutes of the May 17, 2018 Meeting of the Board of Trustees were considered approved as distributed.

Financial Report

Tracy provided a recap of the financial statements for the period ending June 30, 2018.

Reports

With the exception of the Community Center Ad Hoc Team Report, all reports were provided to the Board prior to the meeting. Each report was referenced and opportunity to provide updates or ask questions was given.

- A. Management Report - Comments provided by Tracy Smith
- B. Grounds Report - Comments provided by Sue Ambrecht
- C. Advisory Committee - Comments provided by Kathrin Harris
- D. Community Center Ad Hoc Team - Garry Wharton reported updates on the progress chart we were provided by our architects. Based on feedback from the various contractors, unless we should encounter another unexpected delay, the architects are anticipating construction to begin in late January, 2019.

Palmer Ranch Master Association – Mission Statement

‘Our mission is to enhance and maintain the aesthetic quality of Palmer Ranch and to preserve the overall unique identity and sense of community.’

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- E. Community Relations Committee - Comments were provided by Rob O'Connor
- F. Palmer Ranch Watershed/Natural Assets Committee - Comments were provided by Ken Brinker.

Old Business

There was no old business to discuss.

New Business

- A. Email Policy

Motion by Lee Katz, seconded by Rob O'Connor, that the following email policy be adopted:

EMAIL POLICY

Email address shall be established for all Trustees of PRMA which shall be used for all PRMA related communications. Each email address shall be established for the office and not the individual holding the office. Copies of all emails sent to the Trustees shall be automatically sent to the PRMA office and passwords shall be stored by PRMA. An email address shall be established for the board of trustees of PRMA (Board) which will be: board@palmerranch.net. Emails sent to this address shall only be responded to by a person designated by the Board. The email addresses shall be as follows:

- Board@palmerranch.net
- President@palmerranch.net
- PresidentElect@palmerranch.net
- VicePresident@palmerranch.net
- Treasurer@palmerranch.net
- Secretary@palmerranch.net
- Trustee6@palmerranch.net
- Trustee7@palmerranch.net
- Trustee8@palmerranch.net
- Trustee9@palmerranch.net
- Trustee10@palmerranch.net
- Trustee11@palmerranch.net
- Trustee12@palmerranch.net
- Trustee13@palmerranch.net
- Trustee14@palmerranch.net
- Trustee15@palmerranch.net
- Trustee16@palmerranch.net

Recommended guidelines for email use:

Email shall be primarily used to:

- provide information about Board meetings (logistics);
- request that items be placed on the Board agenda;
- distribute information for Board meetings;
- share information/updates between meetings;

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- address substantive issues between regularly scheduled meetings of the Board; and
- shall not be used to discuss or make decisions on items/issues that should or would usually be addressed at a meeting of the Board.

Following discussion, the motion passed as follows: Garry Wharton – YES; Joel Schemmel – YES; Kathrin Harris – YES; Lee Katz – YES; Nicholas Spina – YES; Peggy Wells – YES; Rob O’Connor – YES; Bob Holzman – YES; Steve Jeantet – YES; Andrea Suarez – NO.

B. Remove & Replace Fixtures with LED

Motion by Lee Katz, seconded by Kathrin Harris, to authorize the removal and replacement of the Night Buster fluorescent fixtures with LED fixtures as noted on Proposal #2018-7287, dated June 29, 2018, from Owens Electric, Inc. Project costs totaling \$20,700.00 to be funded using Statutory Reserves Account #30120. Motion passed unanimously.

C. Neighborhood Grant – Butterfly / Wildlife Garden

Motion by Kathrin Harris, seconded by Rob O’Connor, to express support of a Sarasota County Neighborhood Grand Application for a Butterfly / Wildlife Garden for Palmer Ranch. Following discussion, the motion was amended to include, if the neighborhood grant application is not approved by the county, this butterfly/wildlife garden project will cease. Following discussion, the motion, as amended, was approved unanimously.

D. Sandhill Preserve – Request for Delegation of Authority

Motion by Lee Katz, seconded by Andrea Suarez, to delegate to Sandhill Preserve rights granted to it by Article 6.02 of the Declaration of Protective Covenants, Conditions and Restrictions for Palmer Ranch on a permanent basis with the following limiting condition: No structure, landscape, sign, or other work that alters the exterior appearance as seen from Honore Avenue, Central Sarasota Parkway or Bloomfield Boulevard shall be modified without the prior approval of the Master Association. Motion passed unanimously.

E. VillageWalk – Request for Delegation of Authority

Motion by Peggy Wells, seconded by Joel Schemmel, to delegate to VillageWalk rights granted to it by Article 6.02 of the Declaration of Protective Covenants, Conditions and Restrictions for Palmer Ranch on a permanent basis with the following limiting condition: No structure, landscape, sign, or other work that alters the exterior appearance as seen from Honore Avenue or Palmer Ranch Parkway shall be modified without the prior approval of the Master Association. Motion passed unanimously.

F. Appointment to the Advisory Committee

Motion by Kathrin Harris, seconded by Bob Holzman, to appoint Bob Swan to the Advisory Committee, until the next Annual Members Meeting. Motion passed unanimously.

G. Appointment to the Community Relations Committee

Motion by Peggy Wells, seconded by Kathrin Harris, to appoint Joel Schemmel to the Community Relations Committee, until the next Annual Members Meeting. Motion passed unanimously.

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H. Other

There was no other new business to discuss.

Community Representatives - Discussion

Discussion ensued on the following topics:

- A. Use of Spatterdock as a beneficial aquatic plant in stormwater ponds.
- B. Recent changes to the Florida Statutes affecting condominiums and homeowner associations.

2018 Board Meeting Schedule

All meetings are held at Covenant Life Church, 8490 McIntosh Road, Sarasota. All meetings convene at 3:00pm.

- A. September 27th
- B. November 15th

Adjourn

There being no further business to discuss, a motion was made by Bob Holzman, seconded by Kathrin Harris, to adjourn the meeting. The meeting adjourned at 3:45pm.

Respectfully submitted,

Leatrice Katz
Secretary

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