

**ROYAL PALM RANCH HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING – OPEN SESSION MINUTES**  
**OCTOBER 2, 2017**

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**MEMBERS PRESENT**

Tambra Williams – President  
Paul Quiray – Treasurer  
Antoinette Burnett – Member at Large

**MEMBERS ABSENT**

Donna Oates – Vice President

**ALSO PRESENT**

Dan Saldana  
Homeowners  
Haven Management LLC  
Per sign in sheet

**I. CALL TO ORDER**

1. Tambra Williams, Board President, called the open session meeting of the Royal Palm Ranch Homeowners Association to order at 6:00 p.m.

**II. HOMEOWNER FORUM**

1. The floor was open to homeowners at this time.

**III. APPROVAL OF MINUTES**

1. A motion was made by Tambra Williams and seconded by Paul Quiray to approve the September 11, 2017 minutes as submitted. The motion passed 2-0-1. Antoinette Burnett abstained.

**IV. LIEN ACCOUNTS**

1. There are no accounts to lien at this time.

**V. FINANCIAL**

1. A motion was made by Tambra Williams and seconded by Paul Quiray to approve the August 31, 2017 financials as submitted. The motion passed 3-0-0.
2. A motion was made by Tambra Williams and seconded by Paul Quiray to have a new site visit reserve study performed by Association Reserves. The motion passed 3-0-0.

**VI. OLD BUSINESS**

1. **Pool House Project** – The board discussed and no action was taken.
2. **ENE Construction & Fabrication Wire Mesh Proposal** – The board discussed and no action was taken.
3. **Rules & Regulations Adoption** – A motion was made by Tambra Williams and seconded by Paul Quiray to adopt the change to the Rules and Regulations as submitted and for management to mail out the change to the membership as adopted. The motion passed 3-0-0.

**VII. NEW BUSINESS**

1. **Work Order Track Report** – The board reviewed and no action was required.
2. **Vortex Plumbing Water Shut Off Valves Replacement Proposal** – A motion was made by Tambra Williams and seconded by Paul Quiray to table for further review after the reserve study has been completed. The motion passed 3-0-0.

**VIII. CORRESPONDENCE**

1. There was no correspondence to review at this time.

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**IX. EXECUTIVE SESSIONS:** Matters discussed in Executive Session: owner compliance issues and delinquent accounts.

**X. ADJOURNMENT**

A motion was made by Tandra Williams and seconded by Paul Quiray to adjourn the meeting at 7:00 p.m. The motion passed 3-0-0.

ATTESTED TO: \_\_\_\_\_

DATE: 11/6/17

Respectfully submitted by Haven Management LLC.