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**ROYAL PALM RANCH HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – OPEN SESSION MINUTES
October 1, 2018**

MEMBERS PRESENT

Donna Oates – Vice President
Paul Quiray – Treasurer
Sam Contreras – Member at Large

MEMBERS ABSENT

Tambra Williams – President

ALSO PRESENT

Dan Saldana
Homeowners

Haven Management LLC
Per sign in sheet

I. CALL TO ORDER

1. Donna Oates – Vice President, called the open session meeting of the Royal Palm Ranch Homeowners Association to order at 6:00p.m.

II. HOMEOWNER FORUM

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

III. APPROVAL OF MINUTES

1. A motion was made by Sam Contreras and seconded by Donna Oates to approve the minutes of August 6, 2018 as submitted. The motion passed 3-0-0.

IV. LIEN ACCOUNTS

1. No liens to be filed at this time

V. FINANCIAL

1. A motion was made by Sam Contreras and seconded by Donna Oates to approve the financial Statements of August 31, 2018. The motion passed 3-0-0.

VI. OLD BUSINESS

1. There is no old business to review at this time.

VII. NEW BUSINESS

1. **Work Order Track Report** – The board reviewed and no action was required.
 2. **New Parking Pass Program** – A motion was made by Sam Contreras and seconded by Donna Oates to extend the period when the new permits are going to be enforced to November 15th. This extension was done to provide for a garage inspection prior to security issuing a permit. The motion passed 3-0-0.
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VIII. CORRESPONDENCE

None at this meeting

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

X. ADJOURNMENT

A motion was made by Sam Contreras and seconded by Donna Oates to adjourn the meeting at 6:30p.m. The motion passed 3/0/0.

ATTESTED TO: _____

DATE: _____

Respectfully submitted by Haven Management LLC.