

Holiday Springs Village Condominium, Inc. No. 4
2022 Annual Unit Owners Meeting – Wednesday, January 11, 2023

- Holiday Springs Village Condominium No. 4 assembled for its Annual Meeting at the clubhouse in Margate, Florida, on January 11, 2023 at 6:35 p.m. with President Peter Lauro presiding.
- Notices of this meeting had been sent to all unit owners by First Class USPS mail on November 21st and December 27th, 2022, along with proxy instructions.
- **Attendance**
 - **Unit Owners** – Twenty (20) units, consisting of twelve (12) in person and eight (8) by proxy. A quorum was ***not*** attained. There was no business on the agenda requiring action by the unit owners.
 - **Directors** – Present were Helen Augustus, Peter Lauro, Alan Levine, and Donna Silva. A quorum was established for the purpose of Board of Directors business.
 - Also present was Alejandra Reza of Consolidated Community Management.
- **Minutes**
 - Minutes of the 2021 Annual Meeting held on December 14, 2021 were read aloud by President Peter Lauro. Motion was made by Helen Augustus (seconded by Peter Lauro) to approve the minutes as written. Motion was carried by unanimous voice vote.
 - Minutes of the Special election-tie-breaker Unit Owners meeting held on January 11, 2022 were read aloud by President Peter Lauro. Motion was made by Helen Augustus (seconded by Peter Lauro) to approve the minutes as written. Motion was carried by unanimous voice vote.
 - Minutes of the 2020 Annual Meeting held on December 18, 2020 were read aloud by President Peter Lauro. Motion was made by Helen Augustus (seconded by Peter Lauro) to approve the minutes as written. Motion was carried by unanimous voice vote.
 - Minutes of the 2019 Annual Meeting held on December 10, 2019 were read aloud by President Peter Lauro. Motion was made by Helen Augustus (seconded by Peter Lauro) to approve the minutes as written. Motion was carried by unanimous voice vote.
 - Minutes of the 2018 Annual Meeting held on December 11, 2018 were read aloud by President Peter Lauro. Motion was made by Helen Augustus (seconded by Peter Lauro) to approve the minutes as written. Motion was carried by unanimous voice vote.
- **Limited Treasurer's Report** was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro.
 - He affirmed that monthly board meetings will take place on the third Tuesday of each month at 9:30 a.m., as had been decided at the October 13th board meeting.
- **Election of Directors**
 - By acclamation, the 2023 Board of Directors will consist of Dr. Jan Codling, Peter Lauro, Alan Levine, Michelle Stone, and Dena Wolfisch.
 - A Board of Directors Organizational Meeting will take place immediately following adjournment of this meeting.
- **MOTION to Adjourn** was made by Helen Augustus (second by Peter Lauro). Adjournment at 6:54 p.m.

Respectfully submitted,



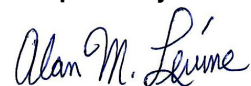
Alan Levine, secretary

Holiday Springs Village Condominium 4

Organizational Board Meeting Minutes — Wednesday, January 11, 2023

- **Call to Order:** The organizational meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on January 11, 2023. The meeting convened at 6:57 p.m. with President Peter Lauro presiding.
- **Roll call** was taken and the following Directors were present: Dr. Jan Codling, Peter Lauro, Alan Levine, Michelle Stone, and Dena Wolfisch. A quorum was declared.
 - Also present were CCM Property Manager Alejandra Reza and eight (8) additional unit owners.
- **Minutes** of the December 20, 2022 board meeting were read aloud by President Peter Lauro.
 - **Motion** was made by Dena Wolfisch (seconded by Peter Lauro) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Reorganization/Election of Officers**
 - Alan Levine nominated Peter Lauro for **president**. He accepted.
 - Michelle Stone nominated Dr. Jan Codling for **president**. She accepted.
 - Dr. Jan Codling nominated Alan Levine for president. He declined. There were no additional nominations.
 - **Peter Lauro** is re-elected **president** with a 3:2 secret-ballot vote.
 - ✓ Peter Lauro nominated Dena Wolfisch for **vice president**. She accepted.
 - ✓ Michelle Stone nominated Alan Levine for **vice president**. He declined. There were no additional nominations.
 - ✓ **Dena Wolfisch** becomes **vice president** by acclamation.
 - Peter Lauro nominated Alan Levine for **secretary**. He accepted. There were no additional nominations.
 - **Alan Levine** is re-elected **secretary** by acclamation.
 - ✓ Peter Lauro nominated Alan Levine for **treasurer**. He accepted. There were no additional nominations.
 - ✓ **Alan Levine** is re-elected **treasurer** by acclamation.
- **Bank Signatories**
 - SouthState Bank signatories will be Peter Lauro, Alan Levine, Dena Wolfisch, and Dr. Jan Codling. Other directors will have viewing-only access of transactions and statements.
- **AvidXchange Strongroom**
 - AvidXchange approvers will be Peter Lauro (first) and Alan Levine (second). All Board members will have viewing rights of invoices through the online portal.
- **Recreation Board**
 - Peter Lauro stated that he would like to remain the Condo-4 representative on the Recreation Board. There were no objections.
- **Establishment and Reorganization of Committees** – postponed until the January 17 board meeting.
- **Building Captains**
 - Norman Wolfisch volunteers for and is appointed building-25 captain.
 - Selection of building-26 captain is postponed until the January 17 board meeting.
- **Unit Owners Comments** were entertained.
- **Adjournment** at 8:05 p.m.

Respectfully submitted,



Alan M. Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – January 17, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on January 17th, 2023. The meeting convened at 9:36 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance were CCM property manager Alejandra Reza and five (5) additional residents.
- **Minutes**
 - Minutes of the January 11th Organizational Board Meeting were read aloud by Secretary Alan Levine. A modification of names was made. **Motion** was made by Dena Wolfisch (seconded by Peter Lauro) to accept the minutes as corrected. Motion was carried by unanimous voice vote.
- **Treasurer's Report** was not presented due to the unavailability of the CCM financial reports.
- **President's Report** was presented by Peter Lauro:
(AvidXchange explanation and Broward Condominium Expo)
- **Committee Reports** – (none)
- **Recreation Board Report** was presented by Peter Lauro:
(status of auditorium air-conditioner replacement)
- **Correspondence** – (none)
- **Unfinished Business**
 - **Committees**
 - ✓ **Pool Committee:**
Appointed were Peter Lauro (chairman) and Norman Wolfisch.
 - ✓ **Key Committee:**
Appointed were Peter Lauro, Alan Levine, Norman Wolfisch, Dena Wolfisch, and Donna Richardson.
 - ✓ **Screening Committee** (may approve or reject applicants after orientation screening):
Appointed were Donna Richardson (chairperson), Alan Levine, Dr. Jan Codling, Michelle Stone, Norman Wolfisch, and Peter Lauro.
 - ✓ **Amendments Committee:**
Appointed were Alan Levine (chairman), Dr. Jan Codling, Norman Wolfisch, Donna Richardson, and Peter Lauro.
 - ✓ **Grounds Beautification Committee** (advisory only – cannot authorize purchases):
Appointed were Dr. Jan Codling (chairperson) and Dena Wolfisch.
 - ✓ **Grievance/Fining Committee:**
Cannot be organized at this time.
 - **Selection of Building 26 Captain**
Dr. Jan Codling is considering taking the position.
 - **Declaration of Condominiums and By-Laws Amendments**
Sent back to committee.
- **New Business**
 - **Non-Emergency Water Shutoff:**
MOTION was made by Peter Lauro (seconded by Dena Wolfisch) that in non-emergency situations water valves affecting more than one unit may not be turned off in either building except on Tuesdays and Thursdays, and not before 10 a.m., and must be turned on again by 4 p.m. After discussion, motion was carried by unanimous voice vote.
- **Property Manager's Report** was presented by Alejandra Reza.
- **Unit Owners' Comments** were entertained.
- **Motion to Adjourn** was made by Dena Wolfisch (seconded by Michelle Stone). Adjournment at 11:55 a.m.

Respectfully submitted,
Alan M. Levine, secretary



Holiday Springs Village Condominium 4

Board of Directors Meeting Minutes – February 21, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on February 21st, 2023. The meeting convened at 9:30 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, and Michelle Stone. Absent was Dr. Jan Codling. A quorum was declared.
 - Also in attendance were CCM property manager Alejandra Reza and three (3) additional unit owners.
- **Minutes**
 - Minutes of the January 17th Board Meeting were read aloud by Secretary Alan Levine. A modification of committee members was made. **Motion** was made by Peter Lauro (seconded by Dena Wolfisch) to accept the minutes as corrected. Motion was carried by unanimous voice vote.
- **Treasurer's Report** for January was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro:
(water-shut-off date letters had been sent to unit owners)
- **Committee Reports**
 - **Key Committee** (presented by Peter Lauro)
 - **Pool Committee** (presented by Peter Lauro)
 - **Amendments Committee** (had not met – no report)
 - **Screening Committee** (presented by Donna Richardson)
 - **Grounds Beautification Committee** (presented by Dena Wolfisch)
- **Recreation Board Report** (presented by Peter Lauro)
- **Unfinished Business** – (none)
- **New Business**
 - **Pool Area Ficus Tree Removal:**
 - ✓ Bids had been received from Berch Tree and Davey Solutions.
 - ✓ **MOTION** was made by Peter Lauro (seconded by Alan Levine) that we hire Berch Tree to remove the problem-causing ficus tree located in the south-west corner of the pool area for \$2,000. After further discussion, motion was carried by unanimous voice vote.
 - **Flood Light Replacement**
 - ✓ **MOTION** was made by Peter Lauro (seconded by Alan Levine) that we hire Wesworth Electric to replace the six (6) burnt-out exterior floodlights surrounding building 26 for \$2,495.02. After further discussion, motion was carried by unanimous voice vote.
 - **Elevator Door Lock Monitors**
 - ✓ Bids had been received from Motion Elevator, Mowery Elevator, and Evolution Elevator.
 - ✓ **MOTION** was made by Peter Lauro (seconded by Alan Levine) that we accept Motion Elevator's proposal to make the elevators in buildings 25 and 26 compliant with Florida state law by installing door-lock monitors for \$23,400. After discussion, motion was carried by unanimous show-of-hands vote.
 - ✓ Funds will be provided by the Elevator Reserve Account.
 - **Filling the Vacant Board Positions**
 - ✓ **MOTION** was made by Peter Lauro (seconded by Alan Levine) that no additions be made to the Board unless one of the existing directors resigns. After discussion, motion was carried by unanimous voice vote.
 - **Locking Laundry Room Doors** – (tabled)
 - **Towing Authorizers** – (tabled)
- **Property Manager's Report** was presented by Alejandra Reza.
- **Motion to Adjourn** was made by Dena Wolfisch (seconded by Peter Lauro). Adjournment at 11:07 a.m.

Respectfully submitted, Alan M. Levine, secretary



Holiday Springs Village Condominium 4

Board of Directors Meeting Minutes – March 21, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on March 21st, 2023. The meeting convened at 9:30 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance were CCM property manager Alejandra Reza and four (4) additional unit owners.
- **Minutes**
 - Minutes of the February 21st Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Peter Lauro (seconded by Alan Levine) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** for February was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro:
(Ficus roots, driveway stains, elevator DLM).
- **Committee Reports**
 - **Pool Committee** (presented by Peter Lauro)
 - **Grounds Beautification Committee** (presented by Dr. Jan Codling)
 - **Screening Committee** (presented by Alan Levine - no screenings)
 - **Amendments Committee** (presented by Alan Levine – a meeting will be called)
 - **Key Committee** (presented by Peter Lauro)
- **Recreation Board Report** (presented by Peter Lauro)
- **Correspondence**

A unit owner's insurance agent had requested a copy of our documents. He was referred to two on-line sites.
- **Unfinished Business**
 - **Locking Laundry Room Doors:**
Peter Lauro will investigate pricing for locks and keys.
 - **Authorizers for J&J Towing:**
Peter Lauro, Dena Wolfisch, Alan Levine, Dr. Jan Codling, and Alejandra Reza.
- **New Business**
 - **Irrigation:**
 - ✓ A proposal had been received from **Adrian Landscaping** to repair and overhaul the irrigation system for \$13,500.
 - ✓ **J&J Lawn Service** was able to do the job for \$800.
 - **Landscaping:**
 - ✓ **MOTION** was made by Peter Lauro (seconded by Dr. Jan Codling) to accept **J&J Lawn Service's** estimate #1458 from August 3, 2021, for our phase III landscaping project – \$5,750 at that time. After further discussion, motion was carried by unanimous show-of-hands vote.
 - ✓ If the current monetary estimate is greater, additional Board approval will be necessary.
- **Unit Owners Comments** were entertained.
- **Adjournment** at 11:10 a.m.

Respectfully submitted,



Alan M. Levine, secretary

Holiday Springs Village Condominium 4

Board of Directors Meeting Minutes – April 18, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on April 18th, 2023. The meeting convened at 9:30 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, and Michelle Stone. Absent was Dr. Jan Codling. A quorum was declared.
 - Also in attendance were CCM property manager Alejandra Reza and three (3) additional unit owners.
- **Janitorial Service**
Expectations of our janitorial service were discussed with invited guest **Chuck Kramer of Kramer Property Maintenance**. It was decided that ...
 - ✓ ... air-conditioner condensate lines will be sucked out every April, August, and December,
 - ✓ ... a schedule for soffit-fixture cleaning will be worked out and submitted as soon as possible.
- **Minutes**
 - Minutes of the March 21st Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Dena Wolfisch (seconded by Michelle Stone) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** for March was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro:
(Driveway stains, replacement of a storage-room doorknob)
- **Recreation Center Report** (presented by Peter Lauro)
- **Committee Reports**
 - **Screening Committee** presented by Donna Richardson – (two screenings: 25-102 and 26-203);
 - **Pool Committee** presented by Peter Lauro – (Condo 6 is against cosmetic improvements);
 - **Grounds Beautification Committee** presented by Dena Wolfisch;
 - **Amendments Committee** presented by Alan Levine (no meetings had been held);
 - **Key Committee** presented by Peter Lauro.
- **Correspondence** (none)
- **Unfinished Business**
 - **Locking Laundry Room Doors:**
Discussed; no action taken.
- **New Business**
 - **Board Certifications:**
All directors had been certified.
 - **Hazardous Tree Stump and Tree Trimming:**
Berch Tree will be hired to tend to the above.
 - **Republic Services Container Refresh Fee:**
Discussed; no action to be taken.
 - **Towing Guidelines:**
Discussed.
- **Management Report** was presented by Alejandra Rezza.
- **Unit Owners Comments** were entertained.
- **Adjournment** at 11:41 a.m.

Respectfully submitted,



Alan M. Levine, secretary

Holiday Springs Village Condominium 4

Board of Directors Meeting Minutes – May 16, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on May 16th, 2023. The meeting convened at 9:33 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance were CCM property manager Alejandra Reza and two (2) additional unit owners.
- **Minutes**
 - Minutes of the April 18th Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Michelle Stone (seconded by Dr. Jan Codling) to accept the minutes as corrected (a misspelling of a name). Motion was carried by unanimous voice vote.
- **Treasurer's Report** for April was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro.
- **Recreation Center Report** was presented by Peter Lauro.
- **Committee Reports**
 - **Pool Committee** presented by Peter Lauro.
 - **Grounds Beautification Committee** presented by Dena Wolfisch.
 - **Screening Committee** presented by Donna Richardson.
 - **Amendments Committee** presented by Peter Lauro.
 - **Key Committee** presented by Peter Lauro.
- **Correspondence** (none)
- **Unfinished Business** (none)
- **New Business**
 - **Cabana Concrete Restoration**
 - ✓ Two (2) bids had been received (one from Gemstone and one from A-Plus Concrete Restoration).
 - ✓ **MOTION** was made by Alan Levine (seconded by Peter Lauro) that we accept the proposal from A-Plus Concrete Restoration for \$8,200. After discussion, motion was carried by unanimous show-of-hands vote.
 - **Drywall Repair of Unit 26/201:**

The status of the situation was discussed. No Board action necessary at this time.
- **Management Report** was presented by Alejandra Reza.
- **Unit Owners Comments** were entertained.
- **Motion to Adjourn** was made by Alan Levine (seconded by Dena Wolfisch). Adjournment at 10:58 a.m.

Respectfully submitted,



Alan M. Levine, secretary

HOLIDAY SPRINGS VILLAGE CONDOMINIUM No. 4
MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING

Tuesday, May 30, 2023

A **SPECIAL MEETING** of the Holiday Springs Village Condominium No. 4 Board of Directors was held at the satellite pool (with seventy-two hours posted notice) on May 30, 2023, and called to order at 9:30 a.m. by President Peter Lauro.

➤ **Attendance**

- President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
- Also in attendance was Screening Committee chairperson Donna Richardson.

➤ **Agenda: Purchase Application for building 25, unit 203.**

- The Screening Committee had rejected the application based upon inconsistencies, ambiguities, and possible violations of our Declaration of Condominium.
- The entire Board scrutinized the reasons for the Screening Committee decision.
- After discussion, **MOTION** was made by Peter Lauro (seconded by Dr. Jan Codling) to uphold the Committee's recommendation and **DISAPPROVE** the application.

➤ **Adjournment** at 10:15 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Alan M. Levine". The signature is written in a cursive, flowing style.

Alan Levine, secretary

HOLIDAY SPRINGS VILLAGE CONDOMINIUM No. 4
MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING

Monday, June 5, 2023

A **SPECIAL MEETING** of the Holiday Springs Village Condominium No. 4 Board of Directors was held at the satellite pool (with seventy-two hours posted notice) on June 5, 2023, and called to order at 9:30 a.m. by President Peter Lauro.

➤ **Attendance**

- President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, and Dr. Jan Codling. A quorum was declared.
- Also in attendance was Screening Committee chairperson Donna Richardson.

➤ **Agenda: Purchase Application for building 25, unit 203.**

- The purchase **RE**-application was discussed.
- It was decided to issue a **PROVISIONAL** acceptance. Final decision will be following and dependent upon screening interview.

➤ **Adjournment** at 10:16 a.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Alan M. Levine". The signature is written in a cursive, flowing style.

Alan Levine, secretary

Holiday Springs Village Condominium 4

Board of Directors Meeting Minutes – June 20, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on June 20th, 2023. The meeting convened at 9:30 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance were CCM property manager Alejandra Reza and three (3) additional unit owners.
- **Minutes**
 - Minutes of the May 16th Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Peter Lauro (seconded by Dena Wolfisch) to accept the minutes as written. Motion was carried by unanimous voice vote.
 - Minutes of the May 30th Special Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Peter Lauro (seconded by Dena Wolfisch) to accept the minutes as written. Motion was carried by unanimous voice vote.
 - Minutes of the June 5th Special Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Peter Lauro (seconded by Dena Wolfisch) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** for May was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro.
(Fire-alarm company status; landscaping project is complete)
- **Recreation Center Report** was presented by Peter Lauro.
- **Committee Reports**
 - **Screening Committee** presented by Donna Richardson.
- **Correspondence** (none)
- **Unfinished Business**
 - **Cabana Concrete Restoration**
 - ✓ **MOTION** was made by Peter Lauro (seconded by Dena Wolfisch) that we rescind last month's carried motion to accept A-Plus Concrete Restoration's proposal for \$8,200. After giving the reason, and after further discussion, motion was carried by unanimous show-of-hands vote.
 - ✓ **MOTION** was made by Peter Lauro (seconded by Dena Wolfisch) that we accept the proposal from North Star Contractors to repair the cabana columns, walls, and soffit for \$2,486. After discussion, motion was carried by unanimous show-of-hands vote.
 - **Drywall Repair of B26/unit 201**
 - ✓ Progress report given by Property Manager Alejandra Reza.
- **New Business**
 - **Upcoming Bills**
 - ✓ Due to unexpected expenses and the expectation of a dramatic insurance-premium increase in August, the cash-flow adequacy for the remainder of the year was discussed.
 - **Water Damage to B25/unit 105:**
The status of the situation was discussed. No Board action is necessary at this time.
- **Management Report** was presented by Alejandra Reza.
- **Unit Owners Comments** were entertained.
- **Motion to Adjourn** was made by Alan Levine (seconded by Dr. Jan Codling). Adjournment at 10:52 a.m.

Respectfully submitted,



Alan M. Levine, secretary

Holiday Springs Village Condominium 4

Board of Directors Meeting Minutes – July 18, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on July 18th, 2023. The meeting convened at 9:35 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance were CCM property manager Alejandra Reza and one (1) additional unit owner.
- **Minutes**
 - Minutes of the June 20th Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Peter Lauro (seconded by Dena Wolfisch) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** for June was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro.
(concrete repairs at pool, roof inspection, fire-alarm situation)
- **Recreation Center Report** was presented by Peter Lauro.
- **Committee Reports**
 - **Pool Committee** presented by Peter Lauro.
 - **Grounds Beautification Committee** presented by Dr. Jan Codling.
- **Correspondence** (none)
- **Unfinished Business** (none)
- **New Business**
 - **Insurance** –
(Next year's pending policies were discussed.)
 - **Weapons** –
(The impact of the new Florida no-licensing law on our community was discussed.)
 - **Blue Stream Fiber** –
(The next phase of pre-wiring was discussed.)
 - **Pool House Roof** –
(Requires replacement, according to latest inspection. Discussed.)
 - **Garbage Service Vendors** – (discussed)
 - **Washing Machine Washer and Dryer Coin Slides** –
(upgrading discussed)
- **Management Report** was presented by Alejandra Reza.
- **Adjournment** at 11:10 a.m.

Respectfully submitted,



Alan M. Levine, secretary

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – August 15, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on August 15th, 2023. The meeting convened at 9:31 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance was CCM property manager Alejandra Reza.
- **Minutes**
 - Minutes of the July 18th Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Dr. Jan Codling (seconded by Dena Wolfisch) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** for July was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro.
- **Recreation Center Report** was presented by Peter Lauro.
- **Committee Reports**
 - **Screening Committee** presented by Alan Levine.
- **Correspondence** (none)
- **Unfinished Business** (none)
- **New Business**
 - **Milestone Inspection and Structural Reserve Study** – (Peter Lauro gave a briefing on the new requirements.)
 - **Pre-budget Meeting** – (Peter Lauro and Alan Levine presented versions of the draft budget for consideration prior to the September 6th workshop.)
 - **Blue Stream Fiber** – (Our attorney had been contacted to interpret the legality of unit owners who refuse access to allow demarcation terminals to be installed in their units.)
 - **Shopping Carts in Storage Rooms** – (No longer an issue.)
- **Management Report** was presented by Alejandra Reza.
- **Adjournment** at 10:35 a.m.

Respectfully submitted,



Alan M. Levine, secretary

Holiday Springs Village Condominium 4

Board of Directors Meeting Minutes – September 19, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on September 19th, 2023. The meeting convened at 9:31 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance was one additional unit owner.
 - Jay Pietrafetta was present only for his presentation.
- **Minutes**
Minutes of the August 15th Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Peter Lauro (seconded by Dr. Jan Codling) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Guest Speaker**
Jay Pietrafetta from **Sunrise Management** gave a presentation with respect to the services offered by his property-management company, and he offered a proposal.
- **Treasurer's Report** for August was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro.
- **Recreation Center Report** was presented by Peter Lauro.
- **Committee Reports**
 - **Pool Committee** presented by Peter Lauro
 - **Screening Committee** presented by Donna Richardson
- **Unfinished Business**
 - **Pool House Roof –**
Peter Lauro had received a proposal from Northstar Contractors to replace the roof for \$9,868. No action will be taken at this time.
- **New Business**
 - **Roof Maintenance for Buildings 25 and 26 –**
Motion was made by Alan Levine (seconded by Dena Wolfisch) that we hire **Northstar Contractors** to perform needed maintenance on buildings 25 and 26 roofs for \$2,860 per building. After discussion, motion was carried by unanimous show-of-hands vote.
 - **Nuisance Tree in Parking Lot –**
Motion was made by Peter Lauro (seconded by Alan Levine) that we hire **Berch Tree** to remove the nuisance tree from the bed adjoining parking space #92. After discussion, motion was carried by unanimous show-of-hands vote.
 - **Property Management –**
 - ✓ The proposal that had been made by **Sunrise Management** was discussed.
 - ✓ **Motion** was made by Alan Levine (seconded by Dena Wolfisch) that we terminate our contract with Consolidated Community Management, effective as soon as operationally feasible. After discussion, motion was carried by unanimous show-of-hands vote.
 - ✓ **Motion** was made by Alan Levine (seconded by Dena Wolfisch) that we hire **Sunrise Management** as our property-management company. After further discussion, motion was carried by unanimous show-of-hands vote.
- **Adjournment** at 11:55 a.m.

Respectfully submitted,



Alan M. Levine, secretary

Holiday Springs Village Condominium 4

Board of Directors Meeting Minutes – October 17, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on October 17th, 2023. The meeting convened at 9:32 a.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance was one additional unit owner.
- **Minutes**

Minutes of the September 19th Board Meeting were read aloud by Secretary Alan Levine. **Motion** was made by Dena Wolfisch (seconded by Peter Lauro) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **President's Report** was presented by Peter Lauro.

(trees requiring removal)
- **Recreation Center Report** was presented by Peter Lauro.

(nothing to report)
- **Committee Reports**
 - **Pool Committee**
 - ✓ Peter Lauro resigned from the Pool Committee.
 - ✓ Dr. Jan Codling volunteers for, and is appointed to, the Pool Committee.
 - **Grounds Beautification Committee** report.
- **Correspondence**
 - Memo had been received from Dr. Jan Codling that her daughter's car is being parked on property.
- **Treasurer's Report** for September was presented by Alan Levine.
- **Unfinished Business**
 - **Pool House Roof** –

Topic tabled until 2024.
- **New Business**
 - **Property Management Switch–**
 - ✓ **Motion** was made by Janet Codling that we rescind the motions made at the September 19th Board Meeting to cancel our contract with Consolidated Community Management and hire Sunrise Management.
 - ✓ After discussion, motion was defeated by a 4:1 roll-call vote.
 - Yes: Dr. Jan Codling.
 - No: Peter Lauro, Dena Wolfisch, Alan Levine, and Michelle Stone.
 - **Adding Monitoring of Janitorial Service to Beautification Committee Functions**
 - ✓ After discussion, it was decided to make janitorial services accountable to the Beautification Committee.
 - ✓ Janitorial maintenance companies will be required to submit a weekly report.
 - **Board Members' and Building Captains' Responsibilities** – (tabled)
- **Adjournment**
 - **MOTION** to adjourn was made by Alan Levine (seconded Dena Wolfisch). Adjournment at 11:15 a.m.

Respectfully submitted,



Alan M. Levine, secretary

Holiday Springs Village Condominium 4
Budget Meeting Minutes — November 15, 2023

- **Call to Order:** The Holiday Springs Village Condominium No. 4 Budget Meeting was held in the clubhouse in Margate on November 15, 2023. The meeting convened at 6:30 p.m. with President Peter Lauro presiding.
- **Roll call** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also present was CCM Property Manager Alejandra Rezza.
- **2024 Budget**
 - The proposed budget was reviewed.
 - **MOTION** was made by Peter Lauro (seconded by Alan Levine) that we adopt the proposed budget as presented. After further discussion, motion was carried by unanimous show-of-hands vote.
- **Adjournment** at 6:38 p.m.

Respectfully submitted,


Alan M. Levine, secretary

Adopted

HOLIDAY SPRINGS CONDOMINIUM 4 ASSOCIATION, INC.

Operating Budget
January 1, 2024 through December 31, 2024

INCOME				2023	2024
6110	Maintenance Assessments			\$ 361,036	\$ 382,858
6177	Laundry Fees			\$ 9,000	\$ 8,000
	Blue Stream Fiber Door Fee				\$ 19,200
6185	Reimbursements from Condo #6			\$ 10,300	\$ 10,300
TOTAL INCOME				\$ 380,336	\$ 420,358
EXPENSES					
G/L #	ADMINISTRATIVE				
9000	Management Fee			\$ 10,506	\$ 10,800
9135	Fees To Division			\$ 256	\$ 350
9145	Licenses, Fees & Permits			\$ 500	\$ 500
9150	Insurance Package & Finance Charges			\$ 92,000	\$ 100,000
9110	Office Expense			\$ 1,100	\$ 1,200
9130	Legal Fees			\$ 5,000	\$ 5,000
9125	Accounting			\$ 2,200	\$ 2,400
9152	Rec. Center Expense			\$ 60,985	\$ 55,850
	Milestone Inspection / Structural Reserve Study				\$ 11,200
UTILITIES					
7050	Electric			\$ 7,530	\$ 8,500
7010	Trash Removal			\$ 10,400	\$ 10,400
7060	Water/Sewer			\$ 46,000	\$ 46,000
7070	Cable T.V.			\$ 36,650	\$ 48,500
7090	Elevator Telephone			\$ 1,300	\$ 1,500
BUILDINGS AND GROUNDS					
8010	Lawn Maintenance Contract			\$ 10,800	\$ 12,000
8025	Landscaping			\$ 2,000	\$ 2,000
8062	Fire Equipment			\$ 1,000	\$ 2,500
8050	Pest Control (interior and perimeter)			\$ 3,100	\$ 3,200
8060	Pool Maintenance Contract			\$ 3,100	\$ 3,500
8061	Pool Janitorial Contract			\$ 2,040	\$ 2,100
8065	Satellite Pool Repairs			\$ 1,000	\$ 1,500
8070	Elevator Maintenance Contract & Repairs			\$ 4,500	\$ 5,000
8040	Tree Trimming			\$ 4,000	\$ 4,000
8017	Irrigation Repairs			\$ 900	\$ 900
7220	Janitorial Service (Bldgs 25 & 26)			\$ 7,200	\$ 7,600
7210	Repairs & Maintenance			\$ 15,000	\$ 15,000
SUBTOTAL				\$ 329,067	\$ 361,500
PLUS RESERVES				\$ 51,269	\$ 58,858
TOTAL EXPENSES				\$ 380,336	\$ 420,358

RESERVE FUND SUMMARY

1	2	3	4	5	6	7	8	9	10
Item	Estimated cost of replacement	Opening Balance 01/01/23	Added in 2023	Expended in 2023	Est.Closing Balance 12/31/23	Balance to Fully Fund	Initial life in years	Remaining life in years	2024 Annual Contribution
Roof	\$ 450,000	\$ 109,469	\$ 30,076	\$ -	\$ 139,545	\$ 310,455	30	9	\$ 34,495
Mansard	\$ 169,447	\$ 32,397	\$ 6,853	\$ -	\$ 39,250	\$ 130,197	40	19	\$ 6,852
Painting	\$ 55,000	\$ 43,588	\$ 761	\$ -	\$ 44,349	\$ 10,651	10	4	\$ 2,663
Paving	\$ 63,004	\$ 25,023	\$ 3,158	\$ -	\$ 28,181	\$ 34,823	20	11	\$ 3,166
Elevators	\$ 141,801	\$ 76,913	\$ 8,111	\$ 23,400	\$ 61,624	\$ 80,177	25	7	\$ 11,454
Laundry Room & Equip.	\$ 8,000	\$ 6,983	\$ 789	\$ -	\$ 7,772	\$ 228	12	1	\$ 228
Totals	\$ 887,252	\$ 294,373	\$ 49,748	\$ 23,400	\$ 320,721	\$ 566,531	N/A	N/A	\$ 58,858

The 2023 Annual Assessment is payable in 12 monthly installments as follows:

No. of Units	Unit Type	Percentage of Ownership	Total Monthly Payment
24	1 Bedroom - 1 1/2 Bath	0.1351893	\$431
40	2 Bedroom - 2 Bath	0.1688864	\$539

Amounts have been rounded to the nearest whole dollar

Holiday Springs Village Condominium 4
Board of Directors Meeting Minutes – November 15, 2023

- **Call to Order:** A regular meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on November 15th, 2023. The meeting convened at 6:41 p.m. with President Peter Lauro presiding.
- **Attendance** was taken and the following directors were present: President Peter Lauro, Vice President Dena Wolfisch, Secretary/Treasurer Alan Levine, Dr. Jan Codling, and Michelle Stone. A quorum was declared.
 - Also in attendance was Property Manager Alejandra Rezza.
- **Minutes**
Distributed minutes of the October 17th Board Meeting were read silently. **Motion** was made by Peter Lauro (seconded by Dr. Jan Codling) to accept the minutes as written. Motion was carried by unanimous voice vote.
- **Treasurer's Report** for October was presented by Alan Levine.
- **President's Report** was presented by Peter Lauro.
- **Committee Reports** (none)
- **Unfinished Business** (none)
- **New Business** (none)
- **Adjournment** at 7:07 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Alan M. Levine". The signature is written in a cursive, flowing style.

Alan M. Levine, secretary

Holiday Springs Village Condominium, Inc. No. 4
2023 Annual Unit Owners Meeting – Wednesday, December 13, 2023

- Holiday Springs Village Condominium No. 4 assembled for its Annual Meeting at the clubhouse in Margate, Florida, on December 13, 2023 at 6:31 p.m. with President Peter Lauro presiding.
- Notices of this meeting had been sent to all unit owners by First Class USPS mail on October 17th and November 29th, 2023, along with proxy instructions.
- **Attendance**
 - **Unit Owners** – Eleven (11) units, consisting of eight (8) in person and three (3) by proxy. A quorum was ***not*** attained. There was no business on the agenda requiring action by the unit owners.
 - Also present was Alejandra Reza of Consolidated Community Management.
- **Election of Directors**
 - Five (5) unit owners (Franco Cavarra, Dr. Jan Codling, Peter Lauro, Alan Levine, and Donna Richardson) had submitted applications for seven (7) positions.
 - A resignation letter was received from Franco Cavarra.
 - By acclamation, the 2024 Board of Directors will consist of Dr. Jan Codling, Peter Lauro, Alan Levine, and Donna Richardson, .
- **Adjournment** at 6:35 p.m.

Respectfully submitted,



Alan Levine, secretary

Holiday Springs Village Condominium 4

Organizational Board Meeting Minutes – Wednesday, December 13, 2023

- **Call to Order:** The organizational meeting of the Holiday Springs Village Condominium No. 4 Board of Directors was held in the clubhouse in Margate on December 13, 2023. The meeting convened at 6:35 p.m. with President Peter Lauro presiding.
- **Roll call** was taken and the following Directors were present: President Peter Lauro, Secretary & Treasurer Alan Levine, and Donna Richardson. Absent was Dr. Jan Codling. A quorum was declared.
 - Also present were CCM Property Manager Alejandra Reza and four (4) additional unit owners.
- **Minutes**
 - Minutes of the of the November 15th budget meeting were read aloud by Secretary Alan Levine. **Motion** was made by Peter Lauro (seconded by Alan Levine) to accept the minutes as read. Motion was carried by unanimous voice vote.
 - Minutes of the November 15th regular board meeting were read aloud by Secretary Alan Levine. **Motion** was made by Peter Lauro (seconded by Donna Richardson) to accept the minutes as read. Motion was carried by unanimous voice vote.
- **President's Comments** were given by Peter Lauro.
- **Reorganization/Election of Officers**
 - Alan Levine nominated Peter Lauro for **president**. He accepted. There were no additional nominations for president. **Peter Lauro is re-elected president.**
 - Alan Levine nominated Donna Richardson for **vice president**. She accepted. There were no additional nominations for vice president. **Donna Richardson becomes vice president.**
 - Peter Lauro nominated Alan Levine for secretary. He accepted. There were no additional nominations for secretary. **Alan Levine is re-elected secretary.**
 - Peter Lauro nominated Alan Levine for treasurer. He accepted. There were no additional nominations for treasurer. **Alan Levine is re-elected treasurer.**
- **Bank Signatories**
 - SouthState Bank signatories will be Peter Lauro and Alan Levine. Donna Richardson will have viewing-only access of transactions and statements.
- **AvidXchange Strongroom**
 - AvidXchange approvers will be Peter Lauro (first) and Alan Levine (second). Donna Richardson will have viewing rights of invoices through the online portal.
- **Recreation Board**
 - Donna Richardson nominated Peter Lauro (seconded by Alan Levine) for Recreation Board director. He accepted. There were no other nominations.
- **Reorganization of Committees**
 - **Pool Committee** (statutory):
Re-appointed was Dr. Jan Codling (chairperson). There were no other volunteers. Peter Lauro will substitute for Dr. Jan Codling in her absence.
 - **Screening Committee** (may approve or reject applicants after orientation screening):
Appointed were Donna Richardson (chairperson), Alan Levine, Peter Lauro, and John Jablonsky.
 - **Amendments Committee** (tabled).
 - **Grounds Beautification Committee** (advisory only – cannot authorize purchases):
Re-appointed was Dr. Jan Codling (chairperson).
 - **Grievance/Fining Committee** (cannot be organized due to lack of interest).

(continued)

Organizational Board Meeting Minutes — Wednesday, December 13, 2023

(page 2)

➤ **Building Captains**

It was agreed that Donna Richardson and Alan Levine will share the responsibilities.

➤ **Car Towing**

Dena Wolfisch is deleted and Donna Richardson is added as authorizers to have cars towed.

➤ **CPA**

MOTION was made by Peter Lauro (seconded by Alan Levine) that Lane Genet be hired to perform our annual financial review. After discussion, motion was carried by unanimous voice vote.

➤ **Unfinished Business** (none)

➤ **New Business**

- **Pool House Roof Replacement –**

A proposal from Northstar Contractors for \$9,868 had been received in September. Action will be taken in January, 2024.

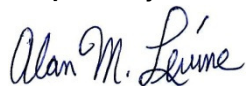
- **Locks on Laundry and Storage Room Doors –**

MOTION was made by Peter Lauro (seconded by Donna Richardson) to approve the proposal that had been submitted by A.J.G. Lock & Key to have locks installed on twelve (12) doors, including keys marked do-not-duplicate, for \$1,198.40. After discussion, motion was carried by unanimous voice vote.

➤ **Unit Owners Comments** were entertained.

➤ **Adjournment** at 7:33 p.m.

Respectfully submitted,



Alan M. Levine, secretary