

**VILLA NOVA CONDOMINIUM ASSOCIATION**  
**MEETING OF THE BOARD OF DIRECTORS**  
**September 16, 2025 at 5:45 PM**  
**Clubhouse Meeting Room and Zoom Conference Call**

**Call to Order** – Schelly Shaughnessy called the meeting to order at 5:45 PM

**Proof of Notice** – Notice was properly posted in accordance with FL Statute 718

**Quorum** – A Quorum was established with Carole Gold, Bertha Murphy Karen Stein Everette Green and Schelly Shaughnessy. Also present was Brian Rivenbark, CAM from Sunstate Management, and several residents.

**Approval of Minutes** – A **MOTION** was made by Carole Gold and seconded by Everette Green to approve the meeting minutes from the June 17, 2025 Board meeting as presented. **Motion passed unanimously.**

**Officers Reports**

**President’s Report** – Schelly Shaughnessy reported.

**Vice President’s Report** – Carole Gold reported. The roofers continue working on the roofs. The permits are taking longer than expected. There are reports of ants in the units. Orkin sent in a proposal for \$7500 to spray around the perimeter of the building. Brina is getting proposals from Gardenmasters and Nature zone for the exterior ant control. The Clubhouse A/C unit is leaking and there is a musty smell in the clubhouse and the A/C must be replaced immediately. Two proposals were received. A **MOTION** was made by Carole Gold and seconded by Schelly Shaughnessy to approve the replacement of the AC unit in the clubhouse as soon as possible. This expense will be debited from the deferred maintenance line item in reserves. **Motion passed unanimously.**

**Treasurer’s Report** – As attached to these corporate documents Everette Green reported from the August 2025 Financials.

**Secretary’s Report** – No Report

**Director Report** – No Report

**Unfinished Business:**

**Roofing Update:** Carole reported. The roofers continue working on the roofs. The permits are taking longer than expected. The wind mitigation reports will be completed as soon as the new roofs are installed completely.

**Usage of the Portal:** Schelly Shaughnessy reported. How many residents need assistance on the portal. Brian stated to use Vantaca library to search for information

**New Business:**

**Vendor/service providers review:** Schelly Shaughnessy reported that the Association needs to search for new vendors such as the pool service and landscape companies. This will help to bring down the monthly association fees.

Comcast contract was discussed. Dawn Forest volunteered to negotiate with Comcast for the contract renewal.

**Homeowner Comments** – Owners comments were taken from the floor and answered.

**Announcements** – Next Meeting will be held October 21, 2025, at 5:45 PM

**Adjournment** – the meeting was adjourned at 6:35PM

Respectfully submitted,

Brian Rivenbark, CAM

*Brian Rivenbark*

Sunstate Management Group, Inc.

For the Board of Directors at Villa Nova Condominiums