

VILLA NOVA CONDOMINIUM ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
October 21, 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 September 16, 2025 Board meeting as presented. **Motion passed unanimously.**

Officers Reports

President's Report – Schelly Shaughnessy reported. There were people who are visiting the property and are not recognized as owners. Schelly contacted the police department, it is advised to call 911 if there are people witnessed on the property who do not live in Villa Nova. Owners are responsible for their guests. Schelly explained the process for any type of plumbing issue. There will be cards with a flow chart left in the clubhouse. There were some pool repairs made and there has been a request for a new pool cover. The clubhouse A/C has been replaced.

Vice President's Report – Carole Gold reported. There is a new handyman company who started last week. They have repaired fence pickets, the toilet in the clubhouse, rain downspouts, soffits, the clubhouse lights, pool railing. The pool heater will be repaired. The roads are private so the association can put up no trespassing signs. The drywall leak stain in the clubhouse will be replaced once the roof is replaced.

Treasurer's Report – As attached to these corporate documents Everette Green reported from the September 2025 Financials.

Secretary's Report – Bertha murphy reported. The clubhouse AC has been replaced.

Director Report – No Report

Unfinished Business:

Roofing Update: Carole reported. There are two roofs left to replace.

A **MOTION** was made by Carole Gold and seconded by Bertha Murphy to pay the roofing company \$40,000 from roofing reserves now then hold the final payment until there is a passing final inspection.

Motion passed unanimously.

New Business:

Discussion regarding 2026 annual budget- Evaluation of all vendors: Schelly Shaughnessy reported. Dawn Forest has negotiated with Comcast on a six year contract with additional extras. Karen Stein is reviewing the proposals. The budget meeting is scheduled for November 18th

Homeowner Comments – Owners comments were taken from the floor and answered. Pest control, timing of the Board meetings, insurance,

Announcements – Next Meeting will be held November 18, 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