

VILLA NOVA CONDOMINIUM ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
December 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 Schelly Shaughnessy and seconded by Everette Green to approve the meeting minutes from the October 21, 2025 Board meeting as presented. **Motion passed unanimously.**

Officers Reports

President’s Report – Schelly Shaughnessy reported. There was a request to add new plantings and phase this into the 2026 year.

Vice President’s Report – Carole Gold reported. The roof replacement is complete. There are some minor issues that are being corrected. The final payment is being withheld until the County signs off on the final inspection. The wind mitigation will be completed after the County approval.

Treasurer’s Report – As attached to these corporate documents Everette Green reported from the November 2025 Financials. Discussion was had regarding the roofing payments.

Secretary’s Report – No report

Director Report – No Report

Unfinished Business:

Report on Vendor Changes: Schelly Shaughnessy reported: Comcast offered a five year agreement with no increase in the five year contract.

A **MOTION** was made by Schelly Shaughnessy and seconded by Everette Green to approve the five year Comcast contract with changes to the correct amount of units in the Association. **Motion passed unanimously.**

Carole Gold reported. Orkin Pest Control contract was discussed. The increase is \$100 per month that includes additional services for treating fire ants outside. This will be outside treatments only, from the perimeter of the building to the street.

A **MOTION** was made by Carole Goled and seconded by Everette Green to approve the contract with Orkin Pest control with the additional increase of \$100 per month. **Motion passed unanimously.**

New Business:

New Board/Board elections Feb.: Brian Rivenbark explained the annual meeting process. If the association does not have a Board then it may fall in to receivership. The annual meeting is scheduled for February 17th . Discussion followed regarding volunteers for the Board. Everette stated the new Board will be left with an association that does not have many projects to complete.

Possible new procedure for pest control: This was reported under unfinished business.

Insurance - carriers and policy information: Schelly Shaughnessy reported. The insurance information was sent to the community via eblast. The information is also on the resident portal.

Time of board meeting: Schelly Shaughnessy reported. The Board meetings will be held at 5:45 PM until a new Board changes it.

Homeowner Comments – Owners comments were taken from the floor and answered. Pest control & light posts need repair were discussed.

Announcements – Next Meeting will be held January 20, 2026, at 5:45 PM

Adjournment – the meeting was adjourned at 6:51PM

Respectfully submitted,

Brian Rivenbark, CAM

Brian Rivenbark

Sunstate Management Group, Inc.

For the Board of Directors at Villa Nova Condominiums