

COURTYARD HOMES ASSOCIATION, INC.
2024 ANNUAL MEMBERSHIP MEETING MINUTES

DATE: Monday, February 19, 2024

TIME: 7:00pm

LOCATION: PBC Clubhouse or Zoom

1. Call the meeting to order and show proof of notice: The meeting was called to order at 7:10pm by Tom Little. Proof of notice was provided in accordance with FL ST and the association's governing documents.
2. Determination of a quorum of the membership: A quorum was established with 64 members present and by proxy.
4. Approval of the 2023 Annual Meeting minutes: MOTION made by Gwynne Jones, seconded by Dave Frost to approve as presented. MOTION passed unanimously.
5. President's Report: Tom Little gave the report.
 - AED has been installed at the men's restroom.
 - Website reminder: www.mycyhfl.com
6. New Business
 - Election of Directors and Announcement of Results: No floor nominations were made. The votes were tallied. Gil Castro verified the count. Gwynne Jones, and Dave Frost will join the 2024 Board of Directors (Mary Butts, Tom Little, and Susan Johnson)
 - Carryover Vote: The membership present and by proxy voted in favor.
 - Reserve Funds Vote: MOTION made by seconded by to approve the reallocation of reserve funds to operating funds to pay for previous insurance premium increases. This will decrease the reserves and eliminate the due to reserves account on the balance sheet, as of 12/31/23. This amount is \$67,925.09. MOTION passed unanimously.
7. Owner Comments:
 - Website discussed. Client portal available this summer.
 - Insurance discussed. Continuing to monitor – 6 carriers have entered Florida market. More information to follow.
8. Adjournment: With no further business to discuss, the meeting adjourned at 7:40pm.

ORGANIZATIONAL BOARD OF DIRECTORS MEETING MINUTES

1. Call to Order and Establish a Quorum is present: The meeting was called to order at 7:47pm. A quorum was established with all five board members present; Dave Frost, Gwynne Jones, Tom Little, Sue Johnson, and Mary Butts.
2. Appointment of Officers:

MOTION made by Tom, seconded by Mary to appoint Gwynne Jones as President.
MOTION made by Sue, seconded by Gwynne to appoint Tom Little as Vice President.
MOTION made by Gwynne, seconded by Tom to appoint Mary Butts as Treasurer.
MOTION made by Gwynne, seconded by Tom to appoint Sue Johnson as Secretary.
MOTION made Gwynne, seconded by Mary to appoint Dave Frost as Director.
ALL MOTIONS ABOVE APPROVED UNANIMOUSLY.
3. Next Meeting Date and Adjournment: With no further business to discuss, the meeting adjourned at 8:10pm.