

**Palmer Ranch Master Property Owners Association, Inc.**  
**Organizational Meeting of the Board of Trustees**  
**Minutes**  
**March 24, 2016**

An organizational meeting of the Board of Trustees of the Palmer Ranch Master Property Owners Association, Inc. (PRMA) was held March 24, 2016 at Covenant life Church, located at 8490 McIntosh Road, Sarasota, Florida

Trustees present: Robert (Bob) Mills, Cathy Leetzow, Claudia Brooks, Garry Wharton, Joel Schemmel, Lee Katz, Nicholas Spina, Peggy Wells, Richard (Dick) Beitel, Robert (Rob) O'Connor, Robert (Bob) Holzman and Steve Jeantet.

Trustees absent: Laura Gilbert, Steve Anderson and Sue Ambrecht.

Also in attendance: PRMA management staff: Tracy Smith, Carrie Agosto

**I. Convene/Quorum** Having declared that a quorum was present, the meeting convened at 4:15pm.

**II. Minutes of previous meeting**

There being no changes or additions, the minutes of the meeting of the Board of Trustees of January 26, 2016 were unanimously considered approved as distributed.

**III. Election of Officers**

Motion by Bob Mills, second by Garry Wharton, to elect the following officers:

- President Elect - Garry Wharton
- Vice President - Rob O'Connor
- Treasurer - Peggy Wells
- Secretary - Lee Katz

There being no discussion, the motion passed unanimously.

**IV. Committee Charters/ Member Appointments**

A. Advisory Committee

Motion by Bob Mills, second by Garry Wharton, to appoint the following individuals to the Advisory Committee until the next Annual Members Meeting:

- Bob Mills of Huntington Pointe
- Garry Wharton of Silver Oak
- Rob O'Connor of Stoneybrook Golf & Country Club
- Peggy Wells of VillageWalk
- Lee Katz of VillageWalk
- Kathrin Harris of Turtle Rock
- Richard Beitel of Stoneybrook Golf & Country Club
- Cathy Leetzow of Isles of Sarasota

There being no discussion, the motion passed unanimously.

B. Parks Committee

Motion by Bob Mills, second by Claudia Brooks, to appoint following individuals to the Parks Committee until the next Annual Members Meeting:

- Bob Mills, Chair
- Fred Falkner
- Carol Solomon
- Lee Katz

- Rob O'Connor
- Rick Barth
- Tracy Smith

There being no discussion, the motion passed unanimously.

C. Website/Communications Ad Hoc Team

Motion by Bob Mills, second by Lee Katz, to approve the following appointments to the Palmer Ranch Website/Communications Ad Hoc Team until the next Annual Meeting:

- Rob O'Connor, Chair
- Cathy Leetzow
- Tracy Smith
- Carrie Agosto

There being no discussion, the motion passed unanimously.

D. Palmer Ranch Watershed/Natural Assets Team

Motion by Bob Mills, second by Garry Wharton, to approve the following appointments to the Palmer Ranch Watershed/Natural Assets Team until the next Annual Members Meeting:

- Rick Barth, Chair
- Garry Wharton
- Rob O'Connor
- Bob Mills
- Tracy Smith

There being no discussion, the motion passed unanimously.

## V. New Business

A. Honore Avenue-Replacement of County Oak Trees

Motion by Bob Mills, second by Garry Wharton, to approve removing and replacing ten (10) deficient Oak Trees in the median on Honore. The replacement trees shall be Live Oak 'Cathedral' with a minimum caliper of 4 inches and be a Florida #1. Any sod replacement or irrigation modification is covered in this proposal. Plant material shall carry a warranty of one (1) year from the date of installation. Fee to replace the trees shall not exceed \$22,500.00, which will be funded thru the operating fund Enhancements line item account. There being no discussion, the motion passed unanimously.

B. CAI Board Memberships

Motion by Bob Mills, second by Dick Beitel, to approve appointing five (5) board members who will receive one-year CAI Board Memberships, paid for by the Palmer Ranch Master Association. Members wishing to become members, can notify Master Association staff. There being no discussion, the motion passed unanimously.

(NOTE: Following the meeting, Lee Katz and Claudia Brooks asked for two of the five board memberships to CAI. TASK: Tracy will file the necessary applications with CAI)

C. Other

Motion by Garry Wharton, second by Rob O'Connor, to pass the following:

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALMER RANCH MASTER PROPERTY OWNERS ASSOCIATION, INC. ("ASSOCIATION") TO AUTHORIZE A SUB COMMITTEE TO INCLUDE THE PRESIDENT, PRESIDENT-ELECT AND VICE-PRESIDENT TO APPROVE EXPENDITURES FOR PAYMENT OF THE APPROVED FUNDS FOR THE CONSTRUCTION OF A COMMUNITY CENTER**

BE IT HEREBY RESOLVED, by the Board of Trustees of the Association, as follows:

**SECTION 1.** On or about November 19, 2015, the Board of Trustees approved a Resolution ("Resolution") for the construction of and expenditure for funds for construction of a Community Center;

**SECTION 2.** The Resolution authorized the expenditure of ONE MILLION SEVEN HUNDRED THOUSAND DOLLARS (\$1,700,000.00) for the construction of the Community Center;

**SECTION 3.** The Board of Trustees has determined that it would be inefficient for the full Board to meet and approve every expenditure for each incremental payment during the construction process;

**SECTION 4.** As a result, the Board of Trustees hereby authorizes the expenditure of the funds for the construction of the Community Center to be approved by a sub-committee of the Board of Trustees which shall be the President, President-Elect and Vice President;

**SECTION 5.** The sub-committee shall review all invoices, reports correspondence and other relevant information in making the payments and shall regularly report to the Board of Trustees as to the expenditures made and approved by the sub-committee.

Following discussion, the motion passed unanimously. (Signed Resolution Attached).

**VI. Meeting Schedule**

The following meetings will be held at Covenant Life Church, 8490 McIntosh Road, Sarasota:

- April 28 – 3pm
- June 23 – 3pm
- August 25 – 3pm
- September 22 - 3pm
- November 17 – 3pm

**VII. Adjourn** There being no further business to discuss, Bob Mills made a motion to adjourn the meeting. Motion was seconded by Garry Wharton. Meeting adjourned at 4:45pm.

Submitted by  
Leatrice (Lee) Katz, Trustee, Secretary  
March 25, 2016

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALMER RANCH MASTER PROPERTY OWNERS ASSOCIATION, INC. ("ASSOCIATION") TO AUTHORIZE A SUB COMMITTEE TO INCLUDE THE PRESIDENT, PRESIDENT-ELECT AND VICE-PRESIDENT TO APPROVE EXPENDITURES FOR PAYMENT OF THE APPROVED FUNDS FOR THE CONSTRUCTION OF A COMMUNITY CENTER**

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ADOPTED by the Board of Trustees this 24 day of March, 2016.

By: Robert Mills  
Robert Mills, President

ATTEST:

Leatrice Katz  
Secretary