

**BOARD OF DIRECTORS**  
**Minutes of Monthly Board Meeting**

**February 3, 2005**

Minutes of the Monthly Board Meeting of the Palmera Park Corp. in La Feria, Texas, held at the Palmera Park Clubhouse, in La Feria, Texas, at 7:00 PM on February 3, 2025.

**CALL TO ORDER**

President Frances Petska called the meeting to order at 6:00 PM.

**BOARD MEMBERS PRESENT**

Frances Petska, President	Bill Patrick, Vice President
Helen Fenimore, Secretary	*Brenda Stokes, Treasurer
Arnold Lance, Building & Grounds	Building & Grounds

\*Treasurer, Brenda Stokes was present by telephone. Due to surgery, she was not able to physically attend the meeting.

**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

2024 Annual Property Owners Meeting minutes were read. Corrections were made following review of the previous Board Meeting minutes of January 8, 2025. Arnold Lance moved to approve the minutes. Bill Patrick seconded. The 2024 Annual Meeting minutes and corrected meeting minutes of January 8, 2025, were approved.

**COMMITTEE REPORTS**

**LADIES GROUP:** Attendance is low. We need to increase membership.

**ACTIVITIES:** Kay described upcoming events for the month of February. Calendars are available at the entrance of the Recreation Hall.

**BUILDING & GROUNDS:** Doors to Pool Room and Storage need to be secured when the Recreation Hall is being used for individual PPC Property Owner's use.

**MEMBERSHIP:** Bill Patrick provided a copy of the "Past Due Courtesy Letter" to be sent to those members that are in arrears on their membership dues.

**BOARD OF DIRECTORS**  
**Minutes of Monthly Board Meeting**

**TREASURER:** Janice Lutz, Treasurer, gave the 2024 financial report as follows:

• 1-1-2024 Beginning Operating Balance:	\$22,873.95
• 2024 Credits Operating:	\$ 6,266.29
• 2024 Debits Operating:	\$ 5,473.83
• <b>12-31-24 Ending Operating Balance:</b>	<b>\$23,666.41</b>
• 1-1-24 Beginning Reserve Money Market:	\$19,690.61
• 2024 Credits Reserve Money Market:	\$ 2,295.00
• 2024 Interest Reserve Money Market:	\$ 34.54
• <b>12-31-24 Ending Reserve Money Market:</b>	<b>\$22,050.54</b>

<b>TOTAL ENDING BALANCE 12-31-24</b>	<b>\$45,716.95</b>
--------------------------------------	--------------------

**OLD BUSINESS**

1. **Occupancy Verification Report:** The 2024 Occupancy Report was given by Helen Fenimore.
2. **Park Itinerary Update:** The Constitution and Bylaws committee is creating an annual itinerary of important events, such as tax filings, protests, HOPA reports, etc. so nothing slips through the cracks in the future. This should be completed for use in April.
3. **Constitution & Bylaws Committee:** Helen Fenimore, Chairman, again discussed constitution and bylaw changes needed to include Texas Law mandates' which will be incorporated in the proper documents and will be ready for the Attorney's approval in March.
4. **IRS Report:** IRS advised we needed to send form 1024. We advised them this has been done already.
5. **Texas State Law & Restrictions:** The '614" laws are being reviewed by Frances Petska. Helen Fenimore advised we need to send Texas verification of officers update with \$25.
6. **Board Responsibilities:** A "Job Description" was made last year and is available from the Secretary.
7. **Phone:** Need officer to go with Helen Fenimore to set up phone service. Helen donated the phone, and the phone number, and is monitoring calls, but we still need to change the account information to Palmera Park Corp. at a cost of under \$30. per month. Em Williams made the motion and Bill Patrick second. Motion carried.

**BOARD OF DIRECTORS**  
**Minutes of Monthly Board Meeting**

**NEW BUSINESS**

1. **Website:** Helen Fenimore advised PPC needs another method for maintaining our website. PPC Website is on Helen's personal server and needs to be moved to GoDaddy with administration permission added for and additional webmaster access if, and when, Helen is unable to perform the upkeep/maintenance. The cost of doing this would save us approximately \$500+ if we paid 5 years up front at around \$500. Arnold made a motion to approve the 5-year plan with Em Williams second. Motion carried.
2. **Private Events:** Situations arising from the private use of the Recreational Hall were discussed and regarding the allowance of PPC Property Owners to have private parties in the Recreation Hall. Decision was tabled.
3. **Newsletter:** We will have a newsletter created and sent to our property owners to let them know the latest news for PPC.
4. **Suggestions:** President Frances Petska suggested:
  - a. We need to find a way to have more people attend the Wednesday breakfast.
  - b. We create a suggestion box.
  - c. We allow input from homeowners by providing a discussion time of 2 minutes per homeowner after each Board Meeting.

The meeting was adjourned by President, Frances Petska.

**NEXT MEETING DATE**

The next monthly Board of Directors meeting will be held on Monday, March 3, 2025



\_\_\_\_\_, Helen Fenimore, Secretary \_\_\_\_\_ Date