



**RIVERWALK
HOMEOWNERS'
ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
6285 Riverwalk Lane, Jupiter, FL 33458 at Pool #2
Thursday, December 7, 2023 at 7:00p.m.**

MEETING MINUTES

- I. **Determination of Board Quorum** Quorum achieved; board members present at this meeting were Vice President Dave Huggins, Secretary Chris Abbott, Treasurer Thomas Curry and Director Sharon Orsini. President Ron Perholtz was not present. Office Manager Ed Muquit was also in attendance.
- II. **Call to Order** The meeting was called to order with a quorum present by Vice President Dave Huggins at 7:00 p.m.
- III. **Approval of Agenda** Vice President Dave Huggins made a motion to approve the agenda; seconded by Secretary Chris Abbott. All in favor.
- IV. **Board of Directors Meeting Procedures**
Reviewed by Treasurer Thomas Curry. This item has been reviewed at every meeting since July 2021. The meeting will be orderly and productive without interruptions. All members will have three minutes to speak on any item they choose.
- V. **Approval of Previous Board Meeting Minutes** Chris Abbott made motion to approve. Thomas Curry seconded. all in favor
- VI. **Old Business**
 - a. Playground – David Huggins explained we have a company that will install, but we are waiting on their final price. Large play station will not be shipped until March 07, 2024.
 - b. Office Management Software Update – Currently in process transitioning all homeowner files over to new software est. date – Feb 01, 2024
 - c. 2024 Annual Meeting Date/Location – Date was set in previous board meeting for February 22, 2024 at 7 p.m at pool 2. David Huggins explained voting procedures and how proxies would work
- VII. **New Business**
 - a. Pool Heater – David Huggins explained that everything is finalized and permits are in the process of being pulled by Ferrell Gas. Ferrell gas will service them afterwards.

- b. Review and Finalize 2024 Proposed Budget – Thomas Curry explained variance differences in payroll for the HOA. Variance was an adjustment from payroll taxes which did not affect the cumulative amount. Thomas Curry explained different income streams and expenses for the HOA(line items). Thomas Curry made a motion to approve the budget. Sharon Orsini seconded. All in favor.
- c. Asphalt Sidewalk Resurfacing – David Huggins explained we have 3 quotes, and still looking around for more bids.
- d. Boat Ramp Key – David Huggins proposed the idea of having a universal key instead of two keys. Deferred until further notice.
- e. Electric Vehicle Charging Station Protocols (Carport Installation) – David Huggins explained the standard procedures to install a charging station. Capped Post will be allowed for homeowners that do not have a carport so installation can be achieved. Deferred to next month.
- f. Christmas Party – Board explained it's too late to form a Christmas party as of right now. Next year a committee will be formed to take care of this project.

VIII. Violations

IX. Open Discussion

- Boat Yard Waiting list: Residents are asking to expedite the process. Asking for inactive owners to be removed. Thomas Curry explained that we do have procedures in place since last year such as the water/motor test that helps vet out inactive owners.

- X. **Adjournment** – Thomas Curry made a motion to adjourn. Sharon Orsini seconded. All in favor.

12/7/23 APPROVED BY CHRIS ABBOTT
CHA
RIVERWALK HOA SECRETARY