

Port Largo Club Condominium

Board of Directors Meeting Minutes

October 19th, 2023, at 12:00 PM
Conference call # 978-990-5262
Access Code 18355255

Board Members Present Via Teleconference: Cecil Everett
Bob Riley
Lisette Rodriguez
Michel Clark
Tamara Riddle

Also Present: Jessica Vega LCAM-Port Largo Villas
Bud Mueller | owner
Dee Kropf | owner
Scott Luedke | owner
Tracey Cunningham | owner
Kathy Jones | owner
Carrabis | owner

Call to Order and Establishment of a Quorum

The meeting was called to order at 12:05 PM by Cecil. A quorum of Directors was established.

Proof of Notice of Meeting

The Notice and Agenda of Meeting was e-mailed to the directors, also posted by the office on building 1 on September 18th, 2023, at 12:19 PM.

Reading and Disposal of Prior Meeting Minutes

Prior meeting minutes were emailed to all officers prior to the meeting.

Cecil asked if all officers have received and read the prior minutes, each one confirmed yes to both.

MOTION: Michel Clark made a motion to approve last meeting minutes. The motion was seconded by Bob Riley. The Board unanimously passed the motion.

Treasurer’s Report – Bob

Account Name	Account	Current/Available Balance
First State Business Checking 9-30-23	x3050	\$ 96,676.13
First State Business Savings 9- 30-23	x0920	\$ 29,731.89
First State CD		\$ 108,961.31
First State Line of Credit balance	x9165	\$ (56,459.45)
Total First State		\$ 178,909.88
Popular Bank Operating Account 9-30-23		\$ 121,125.70
Total		\$ 300,035.58

AR Report – Jessica Vega

90 days past due - \$869.87
30-60 days past due - \$34,310 – Bill reminders with late fees sent 10.16.23
Prepaid 2024 - \$54,811.00

Project Updates:

Chickee hut is done and electrical has been installed. Lights going in.
Railings in buildings 3,4,5,6, and 2 done. Building 1 will be done mid-November.
Waiting on Roof dates for buildings 3 & 6.

MOTION- Motion to adjourn meeting. Michel Clark made a motion to adjourn meeting at 12:29 PM. Lissette Rodriguez second.

Respectfully Submitted,

Jessica Vega
Port Largo Management