

The Trails Homeowners Association, Inc.

201 Main Trail Ormond Beach Florida 32174

www.trailshoaormond.com

Kathleen Grabow, President
Lourdes McLean, Vice President
Dan Gowen, Treasurer
Rob Bridger, Secretary
Dann Dragone, Director

Phil Rikas, Director
Chuck Harris, Director
Jeffrey Levinson, Director
Heather O'Neill, Director

Board of Directors Meeting Agenda

August 14th, 2025

6:00 PM

1. Call to Order – Member/Speaker Sign-up
2. Roll Call – Establish Quorum (5 of 9 must preside)
3. Proof of Notice
 - a. Signs Posted @ Granada Entrance & Main Trail Median (in front of Clubhouse)
 - b. Monthly Meeting Notice shown on Community Calendar
4. Approval of Minutes
 - a. Minutes from July 10th, 2025, BOD Meeting
5. Treasurers Report
 - a. June 2025 Financials
 - b. July 2025 Alliance Reports
 - c. Audit Engagement Letter for 2025-2026
 - d. HO Request for Collection Fee(s) Removal
 - e. Draft Budget Proposed by Workshop Committee to be Mailed w/ Annual Notice for October's Budget Meeting (Treasurer Oversight)
6. Managers' Report
 - a. Monthly Managers report provided by RM through Portal and email on 7/25/2025
 - b. Weekly Report to be disbursed on Friday, 08/15/2025
 - c. 08.07.2025 Incident Report
 - d. Compliant Regarding Vaping/Smoking @ the Pool
7. Committee Reports & Actions
 - a. Landscape Committee Verbal Updates – Next Meeting is September 4th, 2025, at 3:00 p.m.
 - b. Fixtures, Furnishings, and Facilities – Verbal Report – EV Charging Stations
 - i. Estimate to Replace Fluorescent Lights throughout Clubhouse w/ LED – Park's Electric
 - c. ACC – Written Report
 - d. Newspaper / The Canopy – Verbal Updates; No Motions Needed
 - e. Amenities – Verbal Updates; No Motions Needed
8. Unfinished Business:
9. New Business:
10. Members' Comments: Adjournment – Next meeting of the Board of Directors will take place on September 11th, 2025, at 6:00 p.m.

The Trails Homeowners Association, Inc.
Board of Directors Meeting
August 14, 2025, 6:00 PM
MINUTES

The Board of Directors for The Trails Homeowners Association, Inc., held a regular meeting on Thursday, August 14, 2025, at 6:01 p.m., at The Trails Clubhouse, 201 Main Trail, Ormond Beach Florida 32174. In accordance with the Bylaws and applicable Florida Statutes, the notice of the meeting was posted in a conspicuous place in the community forty-eight (48) hours in advance of the meeting.

Call to Order

The meeting was called to order at 6:01 p.m. by Kathleen Grabow. The roll was called, and it was noted that **7 of 9 directors were present at the start of the meeting creating a quorum.**

Attendance Board of Directors: Kathleen Grabow, Dann Dragone, Jeffrey Levinson, Heather O'Neil, Lourdes McLean, Dan Gowen, and Phil Rikas were present
Rob Bridger and Chuck Harris were absent
2 homeowners were present in the audience.

Minutes

Lourdes McLean motioned to approve the minutes of July 10, 2025, Board meeting, with Dan Gowen motioning the second. The motion to approve was unanimous

Treasurers Report

Dan Gowen reported on the Financials noting that the Funds reported in the financial report received in May can be found in the Board Portal. Real-time bank balances for assets and liability totaled \$1,510,019

The draft proposed budget was reviewed by the Trails Treasurer and onsite staff for approval to present to the Board the draft budget. The Budget increase anticipated is \$13.00 per qtr. for 2026 in the amount of \$274.00. Management will schedule the Budget Workshop for August 21, 2025, and request that the reviewed proposed draft pending no changes not approved by the Trails Treasurer accompanying the annual meeting notice. The budget meeting will take place on October 9, 2025, at 6p.m. **Lourdes McLean motioned to approve the draft proposal and pending no changes not approved by the Trails should be mailed to the member along with the annual meeting notice, to save time and mailing costs. Jeffrey Levinson seconded the motion. The motion passed unanimously**

Alliance Collections were received prior to the Board meeting,

- Current Month Collection (July): \$5,020.22
- YTD collection amounts to \$20,847.00
- Lifetime collection paid to Trails HOA \$271,261.135

Manager's Report

- Updates provided in the weekly manager's report through email every Friday.
 - Management reported that the monthly managers' report presented by Real Manage and the Financial Report to the BOD is anticipated on or about August 20, 2025.

FFF Committee

- **Proposals presented by Park Electric for replacement of 56 florescent lights to be replaced with LED in the amount of \$1,422.00 The motion to accept the Parks proposal was made by Lourdes McLean and seconded by Heather O'Neil. The motion passed unanimously.**

Newspaper Committee

- A written report was presented by Rob Bridger in his absence. The newsletter is anticipated for delivery to the membership by the 2nd week of September noticing the membership of the election status and providing the Board member bios.

Landscape Report

- **A verbal report was presented, currently no motions are needed.**
- Next meeting of the committee is scheduled for September 4, 2025, at 3p.m, in the conference room

Amenities and Events

- Following a discussion of a complaint received by Management, regarding smoking/vaping at the Pool, **a motion was made by Lourdes McLean and seconded by Jeffrey Levinson to replace the Smoking Section Sign to include Cigarettes, E-Cigs/Vapes, Cigars Smoking Designation Area: No Medicinal Vaping or Consumption is permitted. The motion passed 6/1 with Daniel Gowen voting against.**
- Fall: Final Food Truck is scheduled for October 23, 2025
- Fall Yard Sale Event is scheduled for November 1, 2025
- Management again requested that the costs for both the members and the non-members for renting the clubhouse to be raised. Members would pay \$325.00, and non-members would pay \$700.00 fees including the mandatory cleaning fees. **A motion was made by Lourdes McLean to increase the fees for both members and non-members. Dan Gowen seconded the motion, and the motion passed 6/1 with Dan Dragone voting against.**
 - **Kathleen Grabow made the motion for the fees to increase on November 1, 2025, and Heather Oneil seconded the motion. The motion passed unanimously.**

Homeowner Concerns & Miscellaneous Topics.

- **Electrical Issues:**
 - Streetlight maintenance problems continue with FPL. The light at the clubhouse streetside remains flickering. Several requests for repair have been made. FPL website says that there is a 40-day turnaround for repairs

Adjournment Motion to adjourn by Lourdes McLean and Seconded by Jeffrey Levinson to adjourn the meeting at 7:16 p.m. and was unanimously approved. The next meeting is scheduled for Thursday September 11, 2025 @ 6:00 p.m.

Trails HOA – Motions & Votes Key

Board Meeting – August 14, 2025

- **Approval of Minutes (July 10, 2025)**
 - Motion: Approve minutes
 - Motion by: Lourdes McLean
 - Second: Dan Gowen
 - **Result:** Passed unanimously 
- **2026 Draft Budget – Mailing with Annual Meeting Notice**
 - Motion: Approve draft budget mailing (pending no unapproved changes)
 - Motion by: Lourdes McLean
 - Second: Jeffrey Levinson
 - **Result:** Passed unanimously 
- **FFF Committee – LED Lighting Proposal**
 - Motion: Accept Park Electric proposal (\$1,422, 56 lights replaced)
 - Motion by: Lourdes McLean
 - Second: Heather O’Neil
 - **Result:** Passed unanimously 
- **Clubhouse Rental Fees (Effective Nov. 1, 2025)**
 - Motion: Increase fees to \$325 (members) & \$700 (non-members), including cleaning fee
 - Motion by: Lourdes McLean
 - Second: Dan Gowen
 - Amendment: Effective date confirmed by Kathleen Grabow, seconded by Heather O’Neil
 - **Result:** Passed unanimously 
- **Adjournment**
 - Motion: Adjourn meeting at 7:16 p.m.
 - Motion by: Lourdes McLean
 - Second: Jeffrey Levinson
 - **Result:** Passed unanimously 