

Board of Directors Meeting
November 13, 2025
6:00 PM MINUTES

The Board of Directors for The Trails Homeowners Association, Inc., held a regular meeting on November 13, 2025, at 6:00 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, no less than Forty-Eight Hours (2 days) in advance of the meeting.

Call to Order The meeting was called to order at 6:00 p.m. by Kathleen Grabow.

Lourdes McLean called the attendance, and it was noted that 8 of 9 directors were present at the start of the meeting creating a quorum.

Dann Dragone left the meeting at 6:57pm lowering the voting directors from 8 to 7.

Attendance Board of Directors: Kathleen Grabow, Dan Gowen, Dann Dragone, Jeffrey Levinson, Phil Rikas Chuck Harris, and Lourdes McLean were present & Heather O'Neil were absent.

Brandie Hayes LCAM was present and there were 0 homeowners present in the audience.

Minutes of the Oct 9, 2025, meeting: Approval was motioned by Lourdes McLean and Seconded by Jeffrey Levinson and passed unanimously.

Minutes of October 4, 2025, BOD Annual meeting: no quorum - approval was motioned by Lourdes McLean and Seconded by Jeffrey Levinson and passed unanimously.

Minutes of the executive session held on October 23, 2025, motioned by Lourdes McLean and Seconded by Jeffrey Levinson and passed unanimously.

Treasurers Report Dan Gowen reported on September 2025 Financials noting that the Funds reported in the September financial report received in October can be found in the Board Portal. Bank balances for assets and liability reported for September 30, 2025, totaled \$1,388,122.

- **Alliance Collections** were received prior to the Board meeting, Current Month Collection October 2025: \$2,075.87 YTD collection amounts to \$25,493.07 Lifetime collection paid to Trails HOA \$281,047.26

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 was received on both October 18th and 23rd, 2025, and were delivered to the BOD via email.

- In keeping with management best practice recommendations, a policy for record retention and inspection was presented to the BOD for acceptance following Fl Statute 720.303 (4)-(6). **Dann Dragone made a motion to accept the recommendation for policy acceptance it was seconded by Jeffrey Levinson and passed unanimously.**

FFF Committee The committee is no longer pursuing the EV Chargers based on an overwhelming response of the membership not to pursue.

The committee will meet with East Coast Pools to review their proposal in person and request that East Coast and Blue water present their vendor vetting package in advance of the December Board vote on which contract to engage.

The committee is exploring options for a kitchen remodel and will discuss the prospect along with the need for ADA compliance should the bathrooms also be updated.

Newspaper Committee a written report was presented, Deadline for the 4th qtr. Edition is Monday December 1, 2025.

Landscape Report A verbal report was presented by Lourdes Mclean. The committee will not meet in December but will present a proposal for the Timberline Trail enhanced media project being split between 2025 and 2026.

Amenities and Events Committee met and created the event schedule for 2026 and will be replacing the final movie night with a dance party at the pool. Chuck Harris suggested a theme such as a "specific color night." The committee will post all the 2026 calendar dates in the next edition of the Canopy.

Homeowner Concerns & Miscellaneous Topics. NONE

Adjournment Motion to adjourn was made by Lourdes McLean, and Jeffrey Levinson seconded the motion to adjourn the meeting at 7:08 p.m. p.m. and was unanimously approved. **The next meeting is scheduled for Thursday December 11, 2025 @ 6:00 p.m.**

Motions & Votes Key – Board of Directors Meeting

The Trails Homeowners Association, Inc.

Date: November 13, 2025

Location: The Trails Clubhouse, Ormond Beach, FL

✓ Approval of Minutes – October 9, 2025 (Regular Meeting)

- Motion: Approve minutes of the October 9, 2025, Board Meeting
- Motion by: Lourdes McLean
- Second by: Jeffrey Levinson
- Vote: Passed unanimously

✓ Approval of Minutes – October 4, 2025 (Annual Meeting – No Quorum)

- Motion: Approve minutes of the October 4, 2025, Annual Meeting (No Quorum)
- Motion by: Lourdes McLean
- Second by: Jeffrey Levinson
- Vote: Passed unanimously

✓ Approval of Minutes – October 23, 2025 (Executive Session)

- Motion: Approve minutes of the Executive Session held on October 23, 2025
- Motion by: Lourdes McLean
- Second by: Jeffrey Levinson
- Vote: Passed unanimously

✓ Policy Adoption – Record Retention and Inspection

- Motion: Accept the management recommendation for policy adoption in accordance with Florida Statute 720.303 (4)-(6)
- Motion by: Dann Dragone
- Second by: Jeffrey Levinson
- Vote: Passed unanimously

Adjournment

- Motion: Adjourn the meeting at 7:08 p.m.
- Motion by: Lourdes McLean
- Second by: Jeffrey Levinson
- Vote: Passed unanimously