

The Trails Homeowners Association, Inc.
Board of Directors Meeting
February 13, 2025
6:00 PM
MINUTES

The Board of Directors for The Trails Homeowners Association, Inc., held a regular meeting on Thursday, February 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 forty-eight (48) hours in advance of the meeting.

Attendance

Board of Directors: Kathleen Grabow, Lourdes McLean, Jeffrey Levinson, Dan Gowan (Virtual), Heather O'Neill. Chuck Harris and Phil Rikas were present. Dann Dragone was absent.

Brandie Hayes was present for Real Manage Family of Brands. Virginia Ochoa was present Virtually for Real Manage Family of Brands, and David Hils with the Vendor Services division of Real Manage Family of Brands was present.

3 homeowners were present in the audience.

A quorum was established.

Call to Order

The meeting was called to order at 6:00 p.m. by Kathleen Grabow. Rob Bridger called the roll, noting that 8 of 9 directors were present at the start of the meeting creating a quorum.

Minutes

Lourdes McLean motioned to approve the minutes of January 9, 2025, Board meeting, with Jeffrey Levinson motioning the second. The motion to approve passed 8/0.

Treasurers Report

Brandie Hayes acknowledged that the financials for December 2024 were provided by Real Manage, the total of assets and liabilities reported was \$1,417,435.00 of which \$1,100,448.00 is Operating funds and \$316,000.00 is Reserve funding. Real-time bank balances are included with the weekly managers' report on Fridays. Alliance Smart Collection reported collecting \$3,874.00 in January.

No managers' report was presented as the Board receives a weekly managers report on Fridays, however the proposal from Reserve Advisors for the follow up reserve study that is due was presented and a motion not to exceed was requested by management, with the caveat that Real Manage is sending two other reserve study options with which to price the study, prior to engaging with Reserve Advisors should they be the most affordable.

Landscape Committee: Lourdes Mclean stated that the Snapdragons are planted. Expressed, the Mulch installation will be bagged mulch and laid rather than blown in as has been the case in the recent past. Mulch is expected to be installed prior to the Memorial Day Weekend. No motion was needed by the committee.

Architectural Committee

The ARC Committee met on December 11th, 2024. And January 8, 2025, A written report of applications that were presented to the ACC Board was included in the BOD Package. The ACC committee's next meeting will take place on January 22, 2025, at 9 a.m.

Newspaper Committee

Rob Bridger presented a verbal report and a written report with addendums. The first attachment was the advertising agreement for business that purchase ad space in the Canopy Newsletter. He also presented an attachment for service agreement between Associate Press and The Trails HOA. And finally included the Editors process for production of the newsletter. Rob stated that the Newsletter should be in mailboxes by the 1st of April. No motions were needed.

Amenities: No motions needed, and a written report was presented in the 2024, 4th qtr. Canopy, with the schedule for 2025 detailed.

Unfinished Business: None reported.

New Business: David Hils from vendor services with Real Manage presented to the Board the process of providing RFP assistance and project management the department he represents provides as a service to the Real Manage Clients. The process for capital expensed projects where the HOA uses the preferred vendor Real Manage will receive the project management fees from the vendor. There was some discussion as to the cost of the PM being passed through to the HOA. David explained that the vendor is considered preferred and as such part of the Vendors responsibility is to bid the project and if awarded, they pay the project management fee for being a preferred vendor. Brandie Hayes explained that the process is similar to “Angie’s List”. The Board will look at upcoming projects from the reserve study and circle back to the Vendor service department. Vendor Services will send additional Reserve Study companies to consider.

Resident Speakers: Doug Widnall asked about the vendor process of Real Manage of David Hils. The process of vetting was explained.

Adjournment: The next meeting of the Board of Directors will be March 13, 2025, beginning at 6:00 p.m. Having no other matters to discuss, **Lourdes McLean motioned for adjournment at 7:38 p.m. and Jeffrey Levinson seconded the motion. The motion passed unanimously, 8/0.**