

THE TRAILS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS & ANNUAL BUDGET MEETING
MINUTES

Date: September 10, 2026

Time: 6:00 p.m.

Location: The Trails HOA Clubhouse, 201 Main Trail, Ormond Beach, Florida 32174

CALL TO ORDER

The Board of Directors and Annual Budget Meeting of The Trails Homeowners Association, Inc. was held on September 10, 2026, at 6:00 p.m. at The Trails HOA Clubhouse. The meeting was duly noticed to the membership in accordance with the requirements of Chapter 720, Florida Statutes, and the Association's governing documents.

ROLL CALL & ESTABLISHMENT OF QUORUM

Seven (7) of the nine (9) members of the Board of Directors were present, establishing a quorum.

Directors Present:

- Kathleen Grabow, President
- Jeffrey Levinson, Vice President
- Dan Gowen, Treasurer
- Lourdes McLean, Secretary
- Dann Dragone, Director
- Heather O'Neill, Director
- John Whitley, Director

Directors Absent:

- Phil Rikas, Director
- Chuck Harris, Director

Management Present:

- Brandie Hayes, LCAM — RealManage
- Alexandra Wood, LCAM — RealManage

Three (3) homeowners were also in attendance.

APPROVAL OF PRIOR MEETING MINUTES

Jeffrey Levinson made a motion to approve the prior meeting minutes as presented. Dan Gowen seconded the motion.

Motion passed unanimously, 7-0.

FINANCIAL REPORT — AUGUST 2026

The August 2026 financial statements were received and reviewed by the Board Treasurer. The financial statements and balance sheet reflected total liabilities and fund balances of \$1,548,964.

John Whitley made a motion to accept the August 2026 financial statements as received. Jeffrey Levinson seconded the motion, and the matter was opened for discussion. Following discussion, the Board voted on the motion.

Motion passed unanimously, 7–0.

COLLECTIONS — FORECLOSURE AUTHORIZATION

Collection accounts were reviewed discreetly by the Board. Based upon the recommendation of the Association's collections attorney, a foreclosure action was submitted to the Board for consideration concerning the property located at 19 Cherokee Trail, Ormond Beach, Florida 32174.

Dan Gowen made a motion to authorize proceeding with foreclosure on the property at 19 Cherokee Trail in accordance with the recommendation of collections counsel. Jeffrey Levinson seconded the motion.

Motion passed unanimously, 7–0.

2025 AUDIT & TAX RETURNS

The Board acknowledged receipt of the Association's 2025 Audit. Heather O'Neill made a motion to ratify acceptance of the 2025 Audit and the related tax returns, which had been signed by Treasurer Dan Gowen in advance of the meeting. John Whitley seconded the motion.

Motion passed unanimously, 7–0.

ADOPTION OF THE 2027 ANNUAL BUDGET

The Board proceeded to consideration of the proposed 2027 Annual Budget, as recommended by the Budget Workshop Committee and presented and noticed to the membership.

The proposed budget establishes the 2027 annual assessment at \$1,180.00 per lot, payable in four equal quarterly installments of \$295.00, with the first quarterly installment due January 1, 2027.

Jeffrey Levinson made a motion to accept and adopt the 2027 proposed budget recommendation of the Budget Workshop Committee as presented and noticed to the membership. Heather O'Neill seconded the motion.

The Board conducted a brief discussion of the proposed budget, during which the homeowners in attendance were encouraged to participate and provide comments. Following discussion, the Board voted on the motion.

Motion passed unanimously, 7–0.

Accordingly, the 2027 annual assessment was established at \$1,180.00 per lot, or \$295.00 per quarter, effective with the first quarterly installment due January 1, 2027.

POLICY REGARDING LOTS HELD BY TRUSTS, CORPORATIONS & OTHER LEGAL ENTITIES

Management reported that Association counsel had reviewed the proposed policy concerning Board candidacy and service when title to a lot is held by a corporation, trust, limited liability company, or other legal entity rather than in the name of an individual.

Management advised that counsel recommended the policy for Board consideration and implementation. Under the policy, an individual seeking to act on behalf of a lot-owning entity for purposes of Board candidacy must satisfy the applicable requirements for candidacy, including the

financial eligibility requirements of Chapter 720, Florida Statutes, and provide appropriate documentation establishing the individual's authority to act on behalf of and legally bind the entity holding title to the lot.

Dan Gowen made a motion to accept and adopt the policy as presented and recommended by Association counsel as a Board Resolution and Association Policy, consistent with Chapter 720, Florida Statutes, and the Association's governing documents, including its Bylaws and Articles, to the extent not in conflict with applicable law. John Whitley seconded the motion. Following discussion, the Board voted on the motion.

Motion passed unanimously, 7-0.

Management was directed to publish notice of the Board's action in the upcoming Association newsletter and to attach the approved policy as a supplement to the September 10, 2026 meeting minutes. The minutes and supplemental policy will be presented for approval at the Board's October 8, 2026 meeting.

MEMBER COMMENTS

Members in attendance were provided an opportunity for comments. Upon conclusion of member comments, no additional matters requiring Board action, motions, or votes were presented.

ADJOURNMENT

There being no further business before the Board, Lourdes McLean made a motion to adjourn the meeting. Heather O'Neill seconded the motion.

Motion passed unanimously, 7-0.

The meeting was adjourned at 7:02 p.m.

UPCOMING MEETINGS

The next regular meeting of the Board of Directors is scheduled for Thursday, October 8, 2026, at 6:00 p.m. at The Trails HOA Clubhouse, 201 Main Trail, Ormond Beach, Florida.

The Association's Annual Membership Meeting is scheduled for Saturday, October 3, 2026, at 9:00 a.m. The Annual Membership Meeting has been duly noticed to the membership and will proceed in accordance with the Association's governing documents and applicable requirements, subject to the establishment of the required membership quorum and completion of any applicable election process.

Following the October 3, 2026 Annual Membership Meeting, an organizational meeting of the Board of Directors is anticipated for the purpose of organization of the Board following the annual meeting and election process, as applicable.

Submitted by:

RealManage, Managing Agent
For The Trails Homeowners Association, Inc.

Approved by the Board of Directors: _____

Date: _____