

Belfort Q Condominium Association

Board Meeting Minutes

Date: February 7, 2026, **Time:** 3:00 PM **Location:** Islamorada

Type of Meeting: Regular Board Meeting – Training Session

1. Call to Order

The meeting was called to order by **Dr. Charmaine Beckford**, President, at **3:15 PM**.

2. Roll Call / Establishment of Quorum

Board Members Present:

- Mr. Clifford Schissel
- Mr. Martin Rosenow
- Dr. Charmaine Beckford

Board Members Absent:

- Mrs. Elinor Morton
- Mrs. Mattie Hanna

Quorum: Yes

3. Proof of Notice of Meeting

Proof of notice was provided in accordance with **Florida Statute 718.112(2)(c)**. **Method of Notice:**

- Posted on bulletin board
- Posted on website
- Delivered to each condominium

Date Notice Provided: January 23, 2026

4. Reports

President: Board of Director's Training & Governing Documents Review

Board members were instructed to reference their governing documents for the training session. The President reviewed the distinctions among the Declaration of Condominium, Articles of Incorporation, and Bylaws, including the following key points:

- The **Declaration of Condominium** is the primary, legally recorded document under Chapter 718, defining unit boundaries, common elements, ownership shares, maintenance obligations, and voting rights.
- The **Articles of Incorporation**, filed with the Division of Corporations (SunBiz), establish the association as a legal corporate entity and outline its structure and purpose.
- The **Bylaws** govern the association's operational procedures, including elections, meetings, voting, and management of common elements.
- Rules and regulations, also governed by Chapter 718, must be maintained and made accessible to owners.
- In the event of conflict, the hierarchy of authority is the **Declaration** → **Articles of Incorporation** → **Bylaws**.

Declaration of Condominium Sections Reviewed: Pages 4 (2.26, 2.27, 2.32); 5 (3.3 a–c); 10 (7.0, 7.1, 7.2, 7.3, 7.6, 7.9); 12 (9.1; ref. p.30: 17.4/9 and p.39); 13–15; 16; 18 (13.9); 19 (ref. 14); 29 (ref. 17); 30 (17.8); 31 (18.1); 33 (18.8); 34 (19.2); 39; 40 (28.2)

Bylaws Sections Reviewed: Pages 1 (3.0, 3.1–3.9); 4 (4.1); 6 (4.6); 7 (4.14); 11; 13 (6/6.1); 16 (9.3)

Rules & Regulations Reviewed: Schedule A: Page 1 (12); Page 13; Page 2 (22); Page 3 (31); Page 5

Additional discussion included concerns regarding the current management company's accounting practices and the possibility of changing management if issues are not corrected.

Treasurer's Update

The Treasurer reported ongoing issues with the property manager, Grant Property Management, including:

- Payments not being made as required
- Funds being withdrawn from Belfort Q's account for expenses not owed, such as insurance costs for the Neighborhood Board
- Failure to pay the Neighborhood Board and property management maintenance fees due at the end of 2025

Despite these issues, Belfort Q remains financially solvent with reserves intact. Most condominium owners are currently on target with maintenance and special assessment payments, with only a few outstanding accounts.

Beautification Committee Report

No report was presented at this meeting.

5. Unfinished Business

None.

6. New Business

None.

7. Owner Input (Open Forum)

Owners participated in an open discussion, raising questions regarding parking, condominium upgrades, and other community concerns.

8. Adjournment

Motion to adjourn by Mr. Clifford Schissel. Second by Mr. Martin Rosenow.

The meeting adjourned at 5:00 PM.

9. Certification

These minutes were approved by the Board of Directors on:

4/18/2026

Secretary Signature: Elinor Morton

Printed Name: Elinor Morton

Date: 4/18/2026