

**Gulf Harbor Marina  
Condominium Association, Inc.  
Board of Directors Meeting Minutes**

**Meeting Date:**

Saturday February 10, 2024 - 2:00pm

**Meeting location:**

100 Circuit Road  
Nokomis, FL 34275

**Agenda and Minutes:**

1. Calling of Role:

Secretary/Treasurer Jensen called the Meeting to order at 2:00 pm.

A quorum was established with all board members recognizing their in-person attendance:

President: Aaron Gustafson

Secretary/Treasurer: Kaj Jensen

Nancy Adams – Board member

Bruce Iovinelli – Board member

Ray Wersel – Board member

Marina Staff present:

None.

Unit Owners in attendance:

None.

Others in attendance:

None.

2. Proof of due notice of meeting:

Board member Jensen noted that the meeting was conspicuously posted on the condominium property for at least 48 hours prior to the meeting in accordance with the Gulf Harbor Marina (GHM) bylaws.

Jensen also noted that advance notice of the meeting was posted on the GHM website (not required by GHM bylaws).

3. Reading and disposal of any unapproved minutes (to the extent applicable):

No previous meeting minutes were presented.

## Gulf Harbor Marina Meeting Minutes

### 4. Reports of Officers and Committees:

None.

### 5. Unfinished Business:

None.

### 6. New Business

#### a) Board Discussion & Assignment of Officer Roles for members of the Board of Directors

Board President Gustafson led a discussion regarding the various roles and duties of Officer positions on the Gulf Harbor Marina Board of Directors and general responsibilities of Board members writ large.

The Board discussed the various officer roles. The Board voted on appointing officer roles to vacated/new positions.

Board member Gustafson nominated Jensen to the vacant Officer position of Vice President, the motion was seconded by Board member Adams. All voted in favor of the motion; motion carried with Board member Jensen taking the Officer role of Vice President.

Board member Jensen made a motion to fill the vacated position of Treasurer, nominating Board member Iovinelli to the Officer role of Treasurer. Board member Adams seconded the motion. All voted in favor of the motion, motion carried with Board member Iovinelli taking the Officer position of Treasurer.

Board member Jensen made a motion to fill the vacated position of Secretary, nominating Board member Adams to the Officer role of Secretary, a role also known as First Secretary. Board member Gustafson seconded the motion. All voted in favor of the motion, motion carried with Board member Adams taking the Officer position of Secretary.

Board member Jensen made a motion to fill the vacated position of Assistant Secretary, nominating Board member Wersel to the Officer role of Assistant Secretary, a role also known as Second Secretary. Board member Gustafson seconded the motion. All voted in favor of the motion, motion carried with Board member Wersel taking the Officer position of Assistant Secretary.

Gustafson explained the reporting structure of the GHM staff relative to the Board of Directors. Gustafson outlined that marina staff report to the General Manager, a position held by Shane Strause. Board member Jensen is the conduit between the Board of Directors and General Manager Strause with Office Administrator/HOA Manager similarly as a conduit to Jensen as needed on HOA matters. Board member Gustafson is a backup to Jensen on the conduit structure.

## Gulf Harbor Marina Meeting Minutes

Board member Adams volunteered to review notification requirements and related communication practices to owners regarding Board of Director meetings and to report out in a communication to owners on same.

Board member Gustafson asked Board members to consider providing a photo/headshot to update the information section on the GHM website.

### 7. Adjournment

At 2:50pm board member Jensen made a motion to adjourn the meeting. The motion was supported by board member Gustafson with all board members voting in favor to adjourn.