

**MEETING MINUTES**  
**ORGANIZATIONAL AND REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**SAN MARINO BAY CONDOMINIUMS ASSOCIATION, INC.**  
**MONDAY, SEPTEMBER 9, 2024**

- I. CALL TO ORDER** – An Organizational and Regular meeting of the San Marino Bay Condominiums Association Board of Directors was called to order by Kenny Jenkins, Meeting Chairperson, on the above date at 7:45 PM at the Blount Curry Funeral Home, 6802 Silvermill Dr., Tampa, Florida 33635. The meeting was called to order immediately following adjournment of the Annual Membership Meeting.
- II. ROLL CALL** – Directors Present: Deborah Corbett, Daniel (Dan) Diaz, Kenny Jenkins, and Janice Saavedra  
Directors Not Present: None  
Others Present: Jodee Rucker, Newsletter Committee; Association Manager Ron Trowbridge
- III. APPOINTMENT OF DIRECTOR TO FILL DIRECTOR VACANCY**  
On MOTION made by Kenny Jenkins to table, duly seconded by Dan Diaz, the Board unanimously approved to table the appointment of a Director to fill the unexpired term of the previously resigned Jodee Rucker.
- IV. APPOINTMENT OF OFFICERS AND DESIGNATION OF ACCOUNT SIGNATORIES**  
On MOTION made by Dan Diaz, duly seconded by Janice Saavedra, the Board unanimously elected Kenny Jenkins, President; Dan Diaz, Vice President; Janice Saavedra, Secretary; and Deborah Corbett, Treasurer, and appointed all Directors as signatories on the various Association Bank accounts. The Manager informed the Board of new education requirements for Directors as mandated by the State.
- V. READING & APPROVAL OF MINUTES**  
On MOTION by Dan Diaz to waive reading and approve, duly seconded by Kenny Jenkins, the Board unanimously agreed to waive reading of the minutes of the August 12, 2024, Regular Board Meeting and approve the minutes as submitted.
- VI. MANAGEMENT REPORT**
- A. Financial.** The Manager and Board reviewed the August 2024 Financial Report including collection actions. The financial audit for 2023 remains on-going. Management was directed to meet with Chase Bank and Fifth Third Bank to look into establishing a savings account to provide full FDIC coverage on current fund balances. Condo 6 has reimbursed San Marino Bay for the lift station repairs. Drafting of the 2025 budget remains pending.
- B. Enforcement/Legal Matters.** Rules violations observed by Directors were reported to management. The updated version of the Rules and Regulations in an alternate format remains in final draft pending approval of additional rules and amendments. Mediation is pending on a violation manner.
- C. Common Elements-Shared Facilities.** The Manager updated the Board on common grounds maintenance. Quotes on repairs to the retention pond retaining wall are pending. Palm fertilization is pending as is pruning back of palms pressing up against exterior walls. Fountain lights have been replaced with longer lasting LED fixtures. Director Kenny Jenkins reported that the timer for the lights may be malfunctioning. The Manager presented an option for stop signs and will obtain a quote for the installation of decorative pole mounted signs.
- D. Common Elements-Non- Shared Facilities.** The Manager updated the Board on non-shared facilities.
- E. Building Maintenance.** Management reported that the painter will be scheduled to paint the sections of new flashing to match the roof tile color. Blue tile reveal repairs on select buildings and locations remain pending. A quote has been obtained for replacement of the meter banks at 10433 St Tropez. Another quote was just received and both quotes will be reviewed. A second quote for termite tent fumigation of two adjacent buildings is pending. Small stucco repair at 10439 La Mirage is scheduled. It was noted that Door Bell cameras were approved at the annual meeting. Director Dan Diaz suggested a standard size for doorbells be established. A homeowner is planning to replace his rear wood deck and desires the Association investigate water drainage issues below the deck. The Manager will notify the owner to first remove the deck boards so the Directors can more easily inspect the ground under the deck.
- VII. GENERAL REPORTS**
- A. Landscape Committee.** Photographs of Board approved plantings are pending for the website.
- B. Newsletter Committee.** Jodee Rucker updated the Board on the upcoming issue.

**VIII. UNFINISHED BUSINESS**

**A. Rental Amendment.** The Manager updated the Board on the status of the amendment approval. Additional unit approvals are required.

**B. Building Colors and Mailboxes.** A survey of the membership is pending to determine ownership interest in changing building colors and mailboxes. These initiatives are material modifications requiring membership vote.

**IX. NEW BUSINESS**

**A. General.** Director Kenny Jenkins expressed several areas of concern regarding lawn service. Proper irrigation operation and more consistent supervisory personnel are required. Also, Mr. Jenkins requested the Directors and Management conduct a community walk-thru inspection to identify maintenance issues.

**B. Events.** A Community Garage Sale date will be picked at the next Board meeting. Homeowner Jodee Rucker suggested a Meet and Greet event towards the end of the year, perhaps during the Bay Port Colony holiday boat parade.

**C. Approval of Sales/Leases/Additional Occupants.** There were no applications presented.

**D. Owner Input.** Members in attendance were invited to comment on agenda items. An owner expressed concern over termites and another inquired about installing new windows.

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:59 PM.

*Approved by the Board on October 14, 2024*