

*Starboard Light Condominium Association Inc.*  
**Board of Directors Meeting**

**Tuesday, February 6, 2024, at 5:00 PM**  
**At 380 S Atlantic Ave Ormond Beach, FL and via Google Meet**

**Unapproved:**

- **Calling Meeting to Order. Establish Quorum**

The meeting was called to order at 5:01 pm by Mrs. Alexander. Quorum was established with President Ben Rayfield, Secretary Janie Alexander, Treasurer Jeanne Gindleberger, and Director Helen Varhalmi.

- **Approval of Past Minutes**

Mrs. Alexander made a motion to approve previous meeting minutes from 11/27/23. Mrs. Varhalmi seconded. All in favor, motion carried.

- **Update on Management Company**

Ms. Albanese announced she will be shifting her workload to only financial/accounting. The new CAM Michael Wilkinson will now be responsible for property/building maintenance, vendor related questions, and emergencies.

- **Update on Building Maintenance**

Management will collect quotes for a new elevator service agreement, fill in the hole by the picnic area, coordinate the pressure washing of the building, and express dissatisfaction with the cleanliness of the walkways, stairwells, and laundry room to the Association cleaner.

- **Open Owners Form**

1. Garden beds around property need more mulch.
2. Two shutoff valves near the laundry room need a water valve box for protection.
3. Owners expressed satisfaction with Association landscaper Chris Andrews.

- **Upcoming Election**

Mrs. Varhalmi made a motion to expand the Board of Directors from three seats to five. Mrs. Gindleberger seconded. All in favor, motion carried.

- **Adjournment**

Mrs. Gindleberger made a motion to adjourn the meeting at 5.45 pm. Mr. Rayfield seconded. All in favor, motion carried.