

# **Jupiter Plantation Homeowners' Association, Inc.**

**Regular Board Meeting on December 17, 2024.**

**Meeting Minutes – APPROVED 2/18/25**

## **ROLL CALL**

Quorum Obtained

Called to Order: 6:22 PM immediately following 2025 Budget Workshop

Board Members Present: Mary Lou, President  
Jose Llorens, Vice President (via Zoom)  
Bill Seng, Treasurer  
Andrea Hurley, Secretary  
Gina Shipley, Director

Association Management: Donna Tagg, LCAM, Community Association Manager and Lisa Moore (Zoom)  
from Capital Realty Advisors

### **1. Call to Order**

President Mary Lou called the meeting to order.  
Members present and via zoom.

### **2. Approval – Previous Meeting Minutes**

The Minutes from November 19, 2024 Board Meeting were reviewed by the Board. Gina made a motion to approve, Andrea seconded. All voted in favor.

### **3. BOD Reports**

President Mary Lou:

- Mary Lou named the Nominating Committee for the upcoming election:
  - Mike Tanen, Chair; Kim Knobbe; Tammy Soety; Bill Eicheiroth and Ross Larson.
- The deadline for the Notices of Intent to run for the Board was today at 5 pm. However, nominations will be taken from the floor as required by the documents at the Annual Meeting and Election to be held on January 21, 2025. She reported Notices of Intent to run were received from:
  - Mary Lou Allison
  - Jose Lloren
  - Andrea Hurley
- Mary Lou stated that the Board is committed to insure that all rules and regulations are enforced as written in the Declaration of Covenants for the Jupiter Plantation HOA. The Board will continually strive to make a concerted effort to ensure that all rules and regulations are being followed. Recent discoveries pertaining to the RV/Storage Yard identified three (3) trailers that did not meet the current rules as to the type of trailers that are permitted for the RV/Storage Yard. Letters were sent to these owners informing them that their lease to the RV/Storage Yard would not be renewed at the end of the calendar year. After further investigation into the original lease arrangements made between these owners and the HOA, she made a recommendation to rescind those letters and to enforce the current rule which is “only campers and boat trailers are permitted to be stored in the RV/Storage Yard” going forward as of this date. Bill made a motion to rescind the three (3) letters and to enforce the rules going forward; seconded by Andrea and all voted in favor.

Treasurer Bill Seng:

- Reported on the November financial report and stated that the Association appears to be ending the year with a \$61,000 surplus. A question was raised as to what happens with this surplus. Will it be used to offset the 2025 Budget. Donna explained that is an option but would recommend that the Board allow the surplus to go to Retained/Prior Year Earnings which can then be moved to Reserves to offset a deficit in the Reserve funding as you are not funding Reserves at 100%. The Board agreed.
- Bill then addressed the 2025 Budget. As there are some answers/clarification still needed specifically from the Association's attorney, Gina made a motion to schedule a Special Meeting to address the 2025 Budget; seconded by Andrea and approved by all. A friendly amendment was then made to the motion by Gina that the meeting must take place no later than December 31, 2024; seconded by Andrea and all voted in favor.
- The delinquency report was then reviewed by the Board. Bill made a motion to suspend the amenity rights by shutting off the key fob to those unit owners who are 90 days past due on the delinquency list; seconded by Jose and all voted in favor.

Secretary Andrea Hurley:

- Report that all Buildings have been in communication regarding roof replacement. Either the roof has been completed, is currently being replaced, or is scheduled to be replaced.

Director Gina Shipley:

- Reported that she will start preparing the electronic voting process for the Annual Meeting.

**4. Manager's Report** –Donna Tagg:

A written report was provided to the Board and will be posted on the website. She reminded everyone that the swimming pool will be closed the next two (2) days for the coping around the pool to be painted. She reported that a contractor has finally been found to repair the parking lot at Building 7 and has been given permission to proceed asap. She also reported that ten (10) letters have been sent out on fence maintenance and there are more to follow. Mary Lou stated that there have been written notices prepared that will be placed on garbage cans left by the roadway or are being placed outside the patio areas. Some discussion followed on parking concerns. This too will be addressed. Also brought up was the use of the storage yard for storage of unapproved items. This also will be addressed.

**5. Old Business**

No Old Business at this time.

**6. New Business**

**Kaufman Language** – Mary Lou provided info on the Kaufman Language used when the Association's documents were amended which states that when the state law changes the law will supersede the Association's documents. Hence, the law regarding the parking of trucks, motorcycles, work vehicles, etc. now applies to Jupiter Plantation which means these vehicles are no longer restricted and can be parked on-site.

**7. Resident Forum**

- A resident reminded the Board of a drainage situation in the parking lot where they park their vehicle. Mary Lou stated that this and other areas are being addressed with a contractor to determine a solution to the problem.
- A resident raised concern about White Fly on plants and some palms.

Gina made a motion to adjourn the meeting; seconded by Andrea and all voted in favor.

Time 6:45 pm.

Prepared and Respectfully Submitted by

Donna M. Tagg, LCAM  
Community Association Manager  
Capital Realty Advisors, Inc.