

Tuscany by the Sea COA, Inc

BOD MEETING MINUTES

In person: 10502 Dale Mabry Hwy, Tampa, FL 33618

Zoom <https://us06web.zoom.us/j/85028089530?pwd=WWtxaE9XTXFvcVptWWF4ZENPQ1Ztdz09>

Meeting ID: 850 2808 9530 Passcode: 473323, Dial: 1 646 876 9923 US

August 8, 2022, at 10:00 AM

Call to Order: 9:32 AM

Present: Board – Larry Stauffer, Patrick Chetcuti and Lucille Cavanaugh

Management - Rhonda Zaboroski, LCAM and Renee Wood, LCAM.

New LCAM for Tuscany by the Sea: Welcome Rhonda Zaboroski

Old Business: There was no old business to discuss.

New Business:

- Transition Authorization:
 - Larry **MOTIONED** to authorize the transition to Westcoast Management, Inc. Pat seconded the **MOTION**. The **MOTION** passed.

- Estoppel Resolution:
 - Larry **MOTIONED** to approve the Estoppel resolution. Pat seconded the **MOTION**. The **MOTION** passed.

- Division of Corporation:
 - Pat **MOTIONED** to approve notification to DBPR of management change to Westcoast Management. Lucille seconded the **MOTION**. The **MOTION** passed.

- Maintenance Approval:
 - Pat **MOTIONED** to approve all Board members are able to approve maintenance items up to \$1000 (ONE THOUSAND DOLLARS) to be ratified at a regular scheduled Board meeting. Lucille seconded the **MOTION**. The **MOTION** passed.

- Late Fee Policy:
 - Discussion on Late Fee Policy, Board requests that everyone be on autopay.

- CC&R/ARC Policy:
 - Discussion on CC&R/ARC Policy.

- Records Destruction Policy:

- Pat **MOTIONED** to accept Westcoast Management standard record destruction policy as presented. Larry seconded the **MOTION**. The **MOTION** passed.
- Record Review Police:
 - Larry **MOTIONED** to approve notification to accept Westcoast Management standard record destruction policy as presented. Lucille seconded the **MOTION**. The **MOTION** passed.

Adjournment: Pat **MOTIONED** to adjourn the meeting at 10:04 AM. Lucille seconded the **MOTION**. The meeting was adjourned.

Respectfully submitted by Rhonda Zaboroski, LCAM

DocuSigned by:
Rhonda Zaboroski
7065761FB66B418...

3/1/2023