



Royal Terrace Townhomes Homeowners Association, Inc.
487 18th St
Vero Beach, FL 32960
rtthoa@yahoo.com
Craig Schlitt, President 772-538-4638

Annual Meeting Minutes

March 13, 2025

The meeting was called to order by Craig Schlitt at 3:00 P.M. Attendees were Craig Schlitt, Paul and Tina Carone, Paula Rogers, John and Carla Polhemus, David DaCosta and, by phone, Carroll McClain. Craig asked David DaCosta to conduct the meeting.

2 board members 3 proxies and 4 voting members met the quorum requirement.

David DaCosta provided Proof of Notice of Meeting was mailed February 12, 2025, in accordance with all ten Owner Information Forms.

Carroll McCain moved that we dispense with reading the 2024 Annual Meeting minutes, John Polhemus seconded, unanimous vote.

David DaCosta presented Projects Since Last Annual Meeting list (attached).

Under new business, Carroll McClain suggested we investigate investment alternatives for part of our cash that we keep for emergencies, so we collect interest on it. David DaCosta said we should be thinking of investing \$25,000 of the \$30,000+ we have. After discussion, the board agreed to look into Certificates of Deposit or other nearly guaranteed 90 day investments.

David DaCosta presented completed Notices of Intent for Craig Schlitt, Michael Lewis and David DaCosta. Motion by Carroll McCain that we elect all three to the board, seconded by John Polhemus, unanimous vote.

Carroll McClain moved to adjourn meeting at 3:22 P.M., Craig Schlitt seconded, unanimous vote.

Organizational Meeting Minutes

March 13, 2024

The meeting was called to order at 3 :30 P.M. by David DaCosta.

Craig Schlitt and David DaCosta were present and Mike Lewis had provided a proxy establishing a quorum.

Motion to accept new officers as follows: Craig Schlitt, President, Michael Lewis, Vice President, David DaCosta, Secretary-Treasurer, made by David DaCosta, 2nd by Craig Schlitt, unanimous vote.

Craig Schlitt made a motion for adjournment at 1:33 P.M., 2nd by David DaCosta, unanimous vote.

Respectfully submitted, David DaCosta

Projects since the last Annual Meeting

Standard Things:

- FPL electricity and light pole rental
- Water
- Usset Landscaping
- Pool Masters Pool Service
- Tree Trimming
- Insurance
- Pest Control and Fertilizer (every other month)

Damaged and Broken Things:

- 4 fence sections fell down (Hurricane)
- Inlet gate operator
- Irrigation Pump Replacement

Upkeep:

- New Shed
- Power-washed and painted Pool Deck
- Power-washed and painted Front Wall
- 2 New Loungers and 4 Chairs for Pool

Coming Up:

- Continuing Fence Repair
- Bark Mulch
- Sod