

**VILLAGE PLAZA CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS ORGANIZATIONAL MEETING
FOLLOWING ANNUAL MEMBER MEETING
MINUTES**

Meeting Date: Wednesday, February 4, 2026
Time: Following the 7:00 PM Annual Member Meeting
Place: Village Plaza Club House, 3555 Hispania Place. Sarasota, FL 34232

Insurance Presentation by Chris Goolsby of PCS Insurance began at 6:00 p.m. with Armando Machado, President, introducing Chris. Pat Whalen opened the Zoom meeting at 5:45 p.m. with one owner in attendance. However, there was an audio problem, and the Zoom meeting could not be recorded.

Key Takeaways from Insurance Presentation:

- Our hurricane (wind) coverage dropped by more than 5%, but there were slight increases in the other premiums.
 - Our total 2026 insurance costs are: **\$255,807.17** compared to **\$275,836.89 in 2025. (See attached Insurance summary.)**
- Our current carriers are not pushing for roof replacements at this time, and Frontier typically gives at least a year notice if they decided to do so.
 - Per Chris, had we replaced our roofs a few years ago when it was being discussed by a previous Board, there would have been no savings realized in insurance costs today.
- So far, we still qualify for Citizens as a “last resort”, and they rate the concrete tile roofs with a 30-year life expectancy. Our current roofs were replaced in 2004, so they are approximately 22 years old.
- The Association does not carry flood insurance since we are not in a flood zone, and Chris warns home owners that if they buy their own flood insurance that coverage is very limited (no replacement costs – only depreciated value) and to make sure that they are paying for just their unit and not paying for coverage for the whole building, which is often the default. He also clarified that isolated flooding is not covered by flood insurance and that an official flood for the area has to be declared before coverage can take effect.
- The term “insured event” was discussed to clarify when the Association covers the cost of a repair or replacement vs. what our Declaration of Condominium and our Architectural Guidelines state are the homeowner’s responsibility. (For example, items such as doors, windows, and AC units are the owners’ responsibility to repair and replace, except when they are damaged by an insurable event such as a fire or hurricane.)

At 7:01 p.m. Armando Machado called the Annual Member Meeting to order. The meeting was adjourned at 7:06 p.m. (See separate Draft Minutes.)

Board Organizational Meeting following the Member Meeting was called to Order by Armando Machado at 7:07 p.m. There was no Zoom meeting or recording due to a technical problem.

Roll Call of Newly Appointed Board Members: In attendance in person were Armando Machado, Mike Stumpe, Sharon Whalen, Patricia Whalen, and Beth Stoffel. (Note that since only five people submitted their names as candidates, they were automatically appointed to the Board of Directors, and no election took place.) Mike Miller, Community Association Manager, was also in attendance in person.

Determination of Quorum – Since all five of the new Directors were in attendance, a quorum was established

Proof of Notice of the Meeting. The original Agenda was mailed to owners (or emailed to 95 owners with Waivers) on January 16, 2026. A revised Agenda was posted at the clubhouse before 6 pm on Monday, February 2, 2026. It was also posted on the website and emailed to owners on February 2, 2026.

VOTE to Approve Minutes: . Pat Whalen made a motion to approve the Minutes of the of January 21, 2026, Monthly Board Meeting, seconded by Sharon Whalen. Four of five Board members were in favor. Mike Stumpe abstained due to his not being on the Board at that meeting. The Minutes were approved.

VOTE to Appoint Directors to Officer Positions: Armando Machado made a motion, seconded by Pat Whalen, to approve the appointment of the Board members to the following Officer positions: All in favor; the motion carried.

PRESIDENT - Armando Machado
VICE PRESIDENT – Mike Stumpe
TREASURER – Sharon Whalen
SECRETARY – Patricia Whalen
DIRECTOR AT LARGE- Beth Stoffel

VOTE to Appoint Officers to Oversee Various Duties: Armando Machado made a motion, seconded by Pat Whalen, to approve the appointment of the Board members to the following duties. All in favor; the motion carried.

GENERAL MAINTENANCE Armando Machado
LANDSCAPING – Mike Stumpe
COMMUNICATIONS/WEBSITE – Patricia Whalen
NEW RESIDENT APPLICATION REVIEWS & LAUNDRY ROOM MACHINE UPKEEP, and CONDO MAINTENANCE with JORGE OVERSIGHT – Beth Stoffel
FINANCIAL RECORDS & INVESTMENTS – remains under Sharon Whalen, Treasurer

VOTE to Approve Dates for the 2026 Board Calendar: (See attached Calendar for 2026 Board and Member Meetings.)

1. **Pat Whalen made a motion, seconded by Sharon Whalen, to Approve the attached calendar of Board dates and changing Monthly Board Meetings from the third Wednesday of the month at 6 p.m. to the fourth Wednesday at 6 p.m.** to accommodate Mike Miller's schedule conflict with another association he manages. Pat noted that the November and December meetings would remain on the 3rd Wednesday due to the holidays in the 4th week of those months. All in favor; the motion carried.
2. **Armando Machado made a motion, seconded by Pat Whalen, to approve moving the date of the Special Member Meeting on Budgets forward by one month, from the third Wednesday in June to the fourth Wednesday in May 2026, to make it easier to update any changes to July invoices.** All in favor; the motion carried

Officer Reports –

1. Armando reviewed a special safety program from the Sarasota County Fire Department:
 - a. For a limited time, until the money runs out Sarasota County is offering a free home visit where they will replace your old Smoke Alarms and even offer a "Bed Shaker" alert for hard of hearing residents. All you have to do is call the Fire Department and provide name, address, phone number and email. They call back with available times and set an appointment.
 - b. **To register** for the SC Fire Department program, the numbers to call are **3-1-1 or 941-861-5000 or for better response, use the direct number: 941-861-5470**
2. **Other reports** – No other Board reports were given.

Open Forum: Pat Whalen announced that attendees should take home the leftover food from the dinner provided by PCS Insurance. No additional questions or comments were made that were not already addressed in the meeting.

Adjournment – Armando Machado adjourned the meeting at 7:26 p.m.

Next Meetings:

- **Monthly Board Meeting:** Wednesday, February 25, 2026, 6 p.m.
Wednesday, March 25, 2026, 6 p.m.

- **Weekly Working Sessions with Board President** -- 1:00 to 2:00 p.m. Wednesdays at the Clubhouse (except the 4th Wednesday)

Attachments:

- Insurance premium summary
- Board & Member Meeting Calendar

These Draft Minutes were respectfully prepared by Patricia Whalen, Village Plaza Secretary, on February 23, 2026. Approved by the Board of Directors on February 25, 2026.

Premium Summary

Coverage	2025 Premiums	2026 Premiums
Property (Wind & Hail)	\$114,623.52	\$95,994.89
Package	\$155,798.80	\$153,485.65
Umbrella	\$3,751.57	\$4,691.63
Workers Comp	\$1,654.00	\$1,635
Total	\$275,836.89	\$255,807.17

KEY DATES FOR VILLAGE PLAZA BOARD & MEMBER MEETINGS IN 2026-27

Monthly Board Meetings – 4th Wednesday of every month – 6 p.m., except where noted

January 16, 2026 - Second Notice of Annual Member Meeting mailed (or emailed to those with Waivers)
(between 14 and 34 days prior to election.

January 21 - Monthly Board Meeting

**February 4 - ANNUAL MEMBER MEETING & ELECTION – 7 p.m. -- Insurance Presentation &
Dinner provided by PCS – 5:45 p.m.**

February 25 - Monthly Board Meeting

March 25 - Monthly Board Meeting - Rough budgets and reserves to be discussed –
requires 14-day notice (March 11)

April 22 - Monthly Board Meeting - - Final Budget brought to Board to vote on mailout –
requires 14-day notice (April 8)

May 13 - Last day to mail out budget & any ballot issues for May 27 Special Member Meeting.
(14 days prior to Member Meeting)

**May 27 - SPECIAL MEMBER MEETING TO APPROVE RESERVE ISSUES AND OTHER
BUDGET-RELATED BALLOT ISSUES. Board meeting to follow to approve budget.**
(Budget mailout by May 13) –

June 24 - Monthly Board Meeting

July 22 - Monthly Board Meeting

August 26- Monthly Board Meeting

September 23 - Monthly Board Meeting

October 28 - Monthly Board Meeting

November 18 - Monthly Board Meeting – Note: 3rd Wednesday due to Thanksgiving

**December 5 – date of 1st notice of election to be mailed (or emailed to those with Waivers - 60 days prior
to Annual Member Meeting**

December 16 - Monthly Board Meeting – Note: 3rd Wednesday due to Christmas

**December 26– due date for candidates to submit candidacy form to run for board (40 days prior
to annual meeting)**

December 31, 2027 - Last day for candidates to submit 1-page bio form for election package (35 days prior)

**January 1 to 20, 2027 - Second Notice of Annual Member Meeting to be mailed (or emailed to owners
with Waivers) between 14 and 34 days prior to election.**

January 27, 2027– Monthly Board Meeting

**February 3, 2027 – ANNUAL MEMBER MEETING & ELECTION – at 7 p.m. first Wednesday in
February (per our By-Laws); followed by Board Organizational Meeting.**