

**KINGSTON PLANTATION MASTER ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING**

**SATURDAY, AUGUST 16, 2025
BRIGHTON TOWER – PALLADIUM “A” CONFERENCE ROOM**

MEETING MINUTES

KPMA Officers: President, Sherry Love
Vice President, Mike Krause
Treasurer, John Taylor
Secretary,

Delegates and Alternates:

Sub-Association	Delegate	Alternate
Brighton Tower	Mike Kelly	Dorothy Binder
Canterbury Court	Gary Strunga	Deb Stanforth
Canterbury Court III	Jane Fellows	Larry Tucker (Absent)
Cumberland Terrace	Jim Zumstein	David Williams (Absent)
Declarant/Developer	Jan McCormick (Absent)	Randy DeVaux
Declarant/Developer	Gavin Philipp (Absent)	Nicholas Farina (Absent)
Gloucester Terrace	George Hanna	Joe Misiak
Kingston Lakes	Joe Flesch	David Straub
Margate Tower	Lorrie Heiken	Gary Carney (Absent)
Market Place	Michael LaVigna	James Robinette (Absent)
North Hampton	Patrick Weaver	Don Wagner (Absent)
Richmond Park	Todd Timmons (Absent)	Mark Carson (Absent)
St James Park	Mike Krause	Rich Conrady
South Hampton	Tom Leonti	Gerald Baron (Absent)
West Hyde Park	Ron Bicchichi (Absent)	Robert Fenton
Windermere by the Sea	Bill Kolibash (Absent)	No Alternate

Managing Agent: LITUS*: Doug Millar, Elaine Campbell and Theresa Harrington.

1. Call to Order

KPMA President, Sherry Love called the meeting to order at 9:00 AM.

2. **Opening Comments**

President Love welcomed Board members. President Love announced the passing of Seth Smith stating he will be missed.

3. **Approval of KPMA Board of Directors Meeting Minutes**

A draft of the May 17, 2025 Meeting Minutes was reviewed by the Board.

Upon a duly made Motion, and Second, Meeting Minutes were unanimously approved.

4. **Committee Reports**

A. **Audit Committee**

Mrs. Elaine Campbell reported on the financial position for the period ending July 31, 2025. Mrs. Campbell reviewed the Operating Balance Sheet, the Operating Income Statement, the Reserve Balance Sheet, and the Reserve Income Statement, as attached herein.

Mrs. Campbell yielded questions from Tom Leonti and Lorrie Heiken.

B. **Security Committee**

- a. Mr. David Beatty presented a summary of the latest Security Statistics and various security issues.
- b. Mr. Beatty asked the Regimes to alert owners to secure their golf carts and recommended steering wheel locks. Mr. Beatty stated golf cart keys are universal.
- c. Mr. Beatty and President Love asked the Regimes to communicate with owners regarding securing furniture on balconies prior to hurricanes/storms.

President Love asked Board Members to communicate to owners please do not use the back gate. The back gate is for emergency vehicles only.

- d. Mr. Beatty covered the ongoing Amazon delivery issues and attempts to enter the Plantation before 8:00 am. Attempts to enter the Plantation in July were 159 and August 183.

President Love explained to the Board that the Security Committee is recommending that Amazon package delivery hours change from 8:00 am - 5:00pm to 8:00 am – 8:00 pm.

Upon a duly made Motion, and Second, the Board voted to change Amazon package delivery hours from 8:00 am - 8:00 pm.

- e. Mr. Beatty introduced Mrs. Tammy Ryan to update the Board on the Lighting Project. Mrs. Ryan explained in detail the progress of the Lighting Project.

Mrs. Ryan reported that Phase 3 is in process and that is the individual regimes. Mrs. Ryan stated in the 4th quarter she will be working on BIDS for replacing all outdated sidewalk and landscaping lights with LED lights similar to the lights around the high rises. Mrs. Ryan stated during the 4th quarter she will be looking at the original lighting study and what lighting still needs to be replaced coming up with a 2026 plan.

C. Architectural Standards Committee

Mrs. Jane Fellows stated that two application requests have been approved.

Cumberland Terrace – will be repainting buildings over the next year and a half starting after Labor Day 2025 and also repairing siding.

President Love addressed Mrs. Fellows regarding Starwood removing old mulch in specific areas prior to adding new mulch. Mrs. Fellows stated she would be in contact with Starwood.

5. President's Report

President Love stated he will continue in Seth Smith's path of conducting quarterly President's Meetings that are held 2pm on the Friday prior to KPMA Meetings. President Meetings are held to discuss regime issues and experiences.

President Love proposed adding a new member to the ASC Committee. Seth Smith was a member of the ASC Committee and since his passing there is now an open position. Seth Smith's wife Linda Smith offered to fulfill that position until the end of his term.

Upon a duly made Motion, and Second, the Board voted Linda Smith as a new ASC Committee Member.

President Love proposed adding a new member to the Executive Committee due to the passing of Seth Smith. Mr. Love stated the Executive Committee recommended adding Mrs. Tammy Ryan to the Committee as an Officer.

Upon a duly made Motion, and Second, the Board voted Tammy Ryan as a new Executive Committee Officer.

6. Manager's Report

- a. Doug Millar stated the Audit Committee is in the process of getting BIDS on Insurance renewals.
- b. Mr. Millar stated that we are in Zone "A" for Hurricane Evacuation Preparations. Mr. Millar went over the Hurricane procedures.
- c. Mr. Millar reviewed the status of 2025 Reserve Projects and updated the Board on the Reserve Study Report.
- d. Mr. Millar reiterated to please let your homeowners know not to use the back gate.
- e. Mr. Millar updated the Board on the black swans stating they have acclimated to the Plantation and their surroundings.

9. Unfinished / New Business

There being no further unfinished or new business.

10. Adjournment

Upon a duly made Motion, and Second, the meeting was adjourned at 10:24AM

Sherry Love, KPMA President

Theresa Harrington, Recording Secretary