

MEETING MINUTES
REGULAR & ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS
SAN MARINO BAY CONDOMINIUMS ASSOCIATION, INC.
MONDAY, SEPTEMBER 8, 2025

- I. CALL TO ORDER** – A Regular and Organizational Meeting of the San Marino Bay Condominiums Association Board of Directors was called to order by Kenny Jenkins, President, on the above date at 7:45 PM at the Blount Curry Funeral Home, 6802 Silvermill Dr., Tampa, Florida 33635. The meeting was called to order immediately following the Adjourned Annual Membership Meeting and the Election of Directors.
- II. ROLL CALL** – Directors Present: Deborah Corbett, Dan Diaz, Kenny Jenkins, and Janice Saavedra.
Directors Not Present: Jack Mills
Others Present: Jodee Rucker, Newsletter Editor and Association Manager Ron Trowbridge
- III. READING & APPROVAL OF MINUTES**
On MOTION by Dan Diaz, duly seconded by Kenny Jenkins, the Board unanimously agreed to waive reading of the minutes of the August 11, 2025, Regular Board Meeting and approve the minutes as submitted.
- IV. APPOINTMENT OF OFFICERS AND DESIGNATION OF ACCOUNT SIGNATORIES**
On MOTION made by Dan Diaz, duly seconded by Deborah Corbett, the Board unanimously elected Kenny Jenkins as Association President; On MOTION made by Kenny Jenkins, duly seconded by Janice Saavedra, the Board unanimously elected Dan Diaz as Association Vice President; On MOTION made by Dan Diaz, duly seconded by Deborah Corbett, the Board unanimously elected Janice Saavedra as Association Secretary; On MOTION made by Dan Diaz, duly seconded by Kenny Jenkins, the Board unanimously elected Deborah Corbett as Association Treasurer. The Board unanimously appointed all Directors as signatories on the various Association Bank accounts and appointed Jodee Rucker as the Newsletter Committee Chairperson.
- V. MANAGEMENT REPORT**
A. Financial. The August 2025 Financial Report has been provided the Board. The Manager updated the Board on the status of accounts and collection actions. Excess flood coverage quotes are being solicited. The 2026 Budget is under draft.
B. Enforcement/Legal Matters. The Board and Manager reviewed the updated violations listing.
C. Common Elements-Shared Facilities. The required permit for the retention wall rip rap remains pending. Removal of ferns around the retention pond remains scheduled. No swimming signs as required by the insurance policy are pending installation. After checking with lake and lawn servicing contractors as well as the Master Association, no cause for the unusual number of Muscovy duck deaths was identified. Existing asphalt speed humps are scheduled for painting as is the new stop sign line. Think Utilities has not yet provide a full audit of private water meter operations
D. Common Elements-Non- Shared Facilities. The Manager updated the Board on non-shared facilities. North Bay Village has declined to cost share in replacement of the boundary fence between the communities. The Manager will confirm actual ownership of the fence.
E. Building Maintenance. Blue tile reveal repairs on select buildings and locations remain pending. Roof tile cleaning is completed. The Board was updated on issues regarding a balcony repair and a leaking bathroom, both issues which affect adjacent units.
F. Annual Membership Meeting. The Annual Membership Meeting held just prior to this Board meeting was adjourned due to a lack of quorum. However, pursuant to State Statutes, the election of Directors was allowed to proceed, there being at least 20 % of the membership represented.
G. Condo 6 Maintenance. Management has not heard back from Condo 6 regarding their need for roof cleaning, repainting of stucco repaired exterior walls, and other maintenance issues
- VI. GENERAL REPORTS**
A. Newsletter Committee. Jodee Rucker updated the Board on the newsletter.

VII. NEW BUSINESS

A. General. Director Dan Diaz brought up questions and offered suggestions regarding the planning for the rip rap work and how such work will affect the community. The Board discussed the possibility of assigning building captains to represent each building for communications, coordination, and to provided specific maintenance input for assigned buildings.

B. Approval of Sales/Leases/Additional Occupants. Approval for additional occupancy was granted for 10477 St Tropez.

C. Owner Input. Members in attendance were invited to comment on agenda items. An owner reported possible dry wood termite infestation within the unit.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:35 PM.

Board Approved on October 13, 2025.