

**THE VILLAGE LAS PALMAS CONDOMINIUM ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**January 16<sup>th</sup>, 2026**  
**10:00 am.**

The Board of Directors meeting for The Village Las Palmas Condominium Association, Inc. was held on this date and time in the Clubhouse of the Ocean Gallery, 4600 A1A South, St. Augustine, FL 32080.

President Jack Osgard called the Board of Directors meeting to order at 10:00 am.

**Call to Order:**

Jonathan Knowles  
Venessa Wood  
Marcia Johnston  
Bill Kotzum  
Jack Osgard

**Absent:**

**Proof of Notice:**

Notice of the meeting was emailed to the membership on January 9th, 2026, and posted on all official bulletin boards of the association in accordance with FS 718.

**Approval Of Minutes**

- With minutes distributed to all board members, a motion was made by Jonathan Knowles and Venessa Wood, seconded by, to approve the October 24<sup>th</sup> Annual Budget Meeting, Annual Membership Meeting, Annual Organizational Meeting, and Board of Directors Meeting. With all in favor, the motion passed unanimously. (See Exhibit A)

**Treasurer's Report:**

- Treasurer Venessa Wood presented the preliminary financial statements for December. She reported a modest increase in the cash balance for 2025. Ms. Wood noted that the Board approved a \$1,000 Christmas bonus for Bob. Overall, the organization is projected to close the 2025 fiscal year in a strong financial position.

**Committee Reports**

- a. **Landscaping Committee-** Phil Bornor presented the committee report. He reported that Marcia Johnston has been replenishing the sand coquina around the trees. Sod will be purchased for areas surrounding Buildings 5 and 9, as well as several additional locations within the community. Mr. Bornor noted that the committee will coordinate with the lawn pest control company regarding the activity observed in the sod. He also stated that he will contact Vinny, one of the owners, to determine Vinny's interest in replacing broken blocks around the buildings, noting that Vinny completed an excellent block walkway project last spring.

**General Manager's Report**

Sherri gave her report (See Exhibit B). Some of the items of interest were:

- Village Del Prado had an insurance inspection earlier this month. The inspector wanted an electrician to verify that the meters did not need to be updated. Kelly Electric came out and signed off on the meters being in good working order, but the rooms needed some cleanup. As a

result, Dave and I decided to have all the Village maintenance guys sweep out, remove cobwebs, remove the rust from the top of the meters, then sand and paint them.

- Bob will be working with each building's residents to do the annual painting of the stairways. He tries to cause as little inconvenience as possible.
- All yellow safety stripes have been repainted.
- Special Teams will begin the work on the 12-pole bases located at building 8 on January 19<sup>th</sup>. This project is estimated to take 2 weeks. The estimated cost will be around \$16,000.

### **Old Business:**

- a. Air Conditioner Chase-** Maintenance Supervisor Dave Garris reported that Venessa Wood's air conditioning line sets were replaced in July 2024. He explained that the Architectural Review Committee discussed the potential for future deterioration of A/C line sets and the need to ensure they are properly covered in an aesthetically acceptable manner. Following a discussion, the Board agreed to use a single foam chase, to be installed as needed, to provide a uniform appearance. The Board approved that the Association will be financially responsible for the foam chase, while individual owners will be financially responsible for their A/C line sets.
- b. VLP Insurance Renewal Process-** President Jack Osgard mentioned to the membership that moving forward, the Board will be involved in the insurance renewal. It will be an advantage to the budgeting process to have a firm number and to better understand the policies than we do.
- c. Flowerpots in Common/Limited Common Areas Current Conflict-**
  - I.** President Jack Osgard reported on an ongoing dispute between two owners regarding a flowerpot located in a common area. One owner has requested the removal of the flowerpot, while the other opposes it. As the owners were unable to reach a mutual resolution, President Osgard recognized Phil, one of the involved owners, to present his perspective on how the issue should be addressed (see Exhibit C). President Osgard then recognized Mary, the other owner involved, to present her proposed resolution (see Exhibit D). Following the discussion, President Osgard invited Board input. After discussion, the Board reached consensus that the matter should be resolved directly between the owners and that Board intervention was not warranted.
  - II. Need for VLP Policy/Restrictions-** The board will take no action on the flowerpots in common/limited common areas.
- d. Entryway Policy-** The ARC provided guidelines to the board for what they would like the board to approve in the fall of 2025. (See Exhibit E) A committee was formed to provide the board with standards and guidelines for entryways, to assist the ARC in determining what the Board agrees to. After a discussion, Jack Osgard made a motion to approve the committee's recommendation. Bill Kotzum seconded the (See Exhibit F). All members voted in favor of the motion except Marcia Johnston, who rescued herself. The motion passed by a majority vote. Jack Osgard asked the office to keep a file with all approved policies for easy access when needed. The approved Entryway Policy will be 26-01.

### **New Business**

#### **Garage Electricity Assessment-**

- a.** President Jack Osgard reported that he spoke with OGPOA President Ray Belz regarding the approved \$12 annual electricity fee to be collected by OGPOA on behalf of the Association. OGPOA will remit the collected funds to each association at year's end. Jack Osgard stated his preference that the total electricity fee remain at \$120 annually, as in the previous year. Ray Belz advised that OGPOA will not be collecting an additional electricity fee; however, the VLP Board may assess an additional electrical charge related to the use of the 17 garages. After a discussion, Treasurer Venessa Wood made a motion to collect an additional \$10 per month from VLP garage owners to be collected by the OGPOA and distributed to the association. The motion was seconded by Bill Kotzum and passed unanimously. The Board agreed not to pursue the collection of any past electrical fees previously collected by OGPOA.

- b. **Fire Code Compliance-Open Flame/Electric-** An issue came up during the holidays regarding the use of grills and their use in a condominium.
  - i. **Storage/Use Restrictions-** The St. Johns County Fire Code states that the use of an open grill in the condominium can only be used if the grill is 10ft from an overhang. Also noting that a propane tank cannot be stored within 10ft of a building or overhang. Marcia Johnston mentioned that during the recent fire inspection, it was noted that the fire extinguishers cannot be obscured from access.
  - ii. **Recent Violation-** The infractions were taken care of and owners were properly notified.
  - iii. **Need for VLP Policy/Restrictions-** The board didn't take any action on forming a policy.
- c. **General Manager Job Description-** Tabled until a further meeting.

The Quarterly Meeting Schedule for 2026:

April 17<sup>th</sup> at 10 a.m.

July 17<sup>th</sup> at 10 a.m.

October 23<sup>rd</sup> at 10 a.m.

With no further business to discuss, a motion was made by Marcia Johnson and seconded by Jonathan Knowles to adjourn. With all in favor, the meeting adjourned at 11:50 a.m.