

**THE VILLAGE DEL PRADO CONDOMINIUM ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
January 20th, 2026
10:00 a.m.**

The Village Del Prado Condominium Association, Inc.'s Board of Directors met on this date and time in the Ocean Gallery's Clubhouse, 4600 A1A South, St. Augustine, FL 32080.

President Sandra Capuano called the meeting to order at 10:00 a.m.

Call to Order:

Diana Melton
Steve Munoz
Sandy Capuano
Harry Norton
Rose Carcich
Harris Boyd

Absent:

Carol McGee

Proof of Notice:

Notice of the meeting was emailed to the membership on January 15th, 2026, and posted on all official bulletin boards of the association in accordance with SF718.

Approval of Minutes:

- With minutes distributed to all board members, a motion was made by Diana Melton and seconded by Harry Norton to approve the October 21st Annual Budget Meeting, Annual Membership Meeting, Annual Organizational Meeting, and Board of Directors Meeting minutes as presented. With all in favor, the motion passed unanimously. (See Exhibit A)

Treasurer's Report:

- Treasurer Steve Munoz briefly discussed the December preliminary financials. Steve mentioned the only reserve expense that may be done this year is the pond cleanout. That has yet to be determined by the maintenance staff and board.

General Managers Report

- None

Old Business

- a. **Entryway Guidelines-** President Sandy had a meeting with the ARC regarding the results from their inspection of the front entryways of the ground-floor units in the Villages in September of 2025. They have asked the Village boards to approve the guidelines that they presented. (See Exhibit B) To discuss the adoption guidelines, Sandy proposed that the board hold a workshop on February 10th at 11 am. Once the board agrees on the guidelines, they will have the drafted guidelines on the agenda for their April meeting for approval.

New Business:

- a. **Landscaping-** Harris Boyd and Diana Melton are the landscape committee. Harris Boyd worked with Maintenance Supervisor Dave Garris to address trouble areas in the sod throughout the community. After a discussion with the lawn company, they recommended trying a product called Command. They are going to compare the command with black cow, sampling 2 areas to see which product best enhances grass growth in the problem areas. The board will also install sod at the beginning of March to give it time to set before the summer heat. After a discussion, Sandy Capuano made a motion to purchase 4 pallets of sod. Steve Munozs secouned the motion. All were in favor; the motion passed. Harris and Diana proposed that the Board approve installing edging in areas where dirt and mulch wash onto the sidewalks during rainstorms. Sandy made a motion to approve the purchase of 500 feet of black edging. Harris seconded the motion. With allin favor, the motion passed unanimously.
- b. **Mulch-** Maintenance Supervisor Dave Garris is awaiting a response from the mulch vendor. Once Dave hears back from the vendor, he will schedule the installation. The contractor will maintain the \$ 46-per-yard installed price. Following a brief discussion, Sandy made a motion to approve the purchase of 90 yards of mulch. Steve seconded the motion. With all in favor, the motion passed unanimously.

- Sandy wanted to mention that several ferns have been removed from areas throughout the community.
- All the landscaping lights have been painted black.
- Electrical boxes have been cleaned, and the rust on the metal panel boxes has been removed and painted.

The Entryway Guideline Workshop is scheduled for February 10th at 11 am.

The next meeting is scheduled for April 21st.

Sandy Capunao motioned to adjourn with no further business to discuss, seconded by Harry Norton. With all in favor, the meeting was adjourned at 11:25 a.m.

Respectfully submitted,

Prepared for the Board by Prop Mgmt