



# Vero Beach Highlands

PROPERTY OWNERS ASSOCIATION, INC.

## (Draft) BOARD MEETING MINUTES

March 17th, 2026

### CALL TO ORDER

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Mark Manera called to order the Board meeting of the Vero Beach Highlands POA, Inc. Board of the Directors at 6:00 pm on March 17th, 2026 in the Vero Beach Highlands Clubhouse  
625 Highlands Drive SW  
Vero Beach, FL 32962

### PLEDGE OF ALLEGIANCE

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### ROLL CALL

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Kimberly Beattie conducted roll call. The following were present:

Mark Manera  
Karin Ramsey  
Andrew Coull  
Fern Grounds  
Marc Tollis  
Denise D'Alessio  
Greg Bracken  
Denise Bouldin-Davis  
Hilda Margolis

There were two property owners in attendance; Judy Coull and David Krzemien.

### APPROVAL OF MINUTES

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Minutes of the February 17th, 2026 Board Meeting and the February 24<sup>th</sup>, 2026 Annual Meeting were presented and reviewed. Andrew Coull made a motion to accept the minutes as presented. Karin Ramsey seconded the motion. Greg Bracken objected to the minutes of the February 17<sup>th</sup>, 2026 meeting where it says that Greg Bracken made accusations against the secretary. He stated that if the minutes were not changed he would be sending the board a letter. Karin Ramsey stated that the



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minutes were written exactly the way things were said and the way it happened. Greg Bracken said his purpose was to make sure that contractors work was inspected prior to paying. Kimberly Beattie stated that all work is inspected prior to payment. She stated that the item that Greg Bracken was expressing his concern about was actually inspected by the treasurer who then told her to have the check issued. Denise Bouldin-Davis stated that she didn't think anyone clearly heard or if all the facts were presented. Mark Manera said that he appreciated everyone's opinion. He is going to put on the agenda next month the idea that an inspection committee should be appointed, to inspect all work completed to insure that money is used appropriately. There was no vote on the minutes.

## REPORT OF COMMITTEES

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<b>1. Secretary</b>		<b>Kimberly Beattie</b>
<b>2. Audit</b>	No Report	
<b>3. Maintenance</b>		<b>Mark Manera</b>
<b>4. Publicity</b>	No Report	
<b>5. Architecture</b>	No Report	
<b>6. Recreation</b>		<b>Denise Bouldin-Davis</b>
<b>7. Financial</b>		<b>Andrew Coull</b>
<b>8. Treasurer's</b>		<b>Andrew Coull</b>
<b>9. Nominating</b>		<b>Karin Ramsey</b>

Kimberly Beattie read the Secretary's Report and read the Breakdown of Assessments.

Mark Manera gave the maintenance report. He advised that the pressure cleaning had been started and then stopped due to weather and that the company would finish when the weather was favorable. He stated that the sand path would be in the process of being eliminated and that the sand would be moved to the playground and then the path re-sodded. He advised that after the pressure cleaning was finished that the cracks would need to be filled in on the tennis courts. Mark Manera also stated that 3 umbrella stands were finished.

Greg Bracken mentioned that he drove around the ball field and lake and it was full of trash along the long side.

Denise Bouldin-Davis advised that the recreation committee is going to take care of the eggs beforehand and on the morning of the March 28<sup>th</sup>, 2026 they would be here at 8am to hide eggs and set up.

Andrew Coull read the Finance and Treasurers Report. All is in good order.

Karin Ramsey advised that there had been no response to the nomination letter.



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## OLD BUSINESS

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1. **Blinds for the Banquet Hall  
(Exhibit OB1A, OB1B, OB1C)** **Kimberly Beattie**

Kimberly Beattie explained that there were three estimates. She stated that only one company would leave samples. Mark Manera said he would like to see the difference in the blinds by going to look at the other ones. This item was tabled until the board members could go look at the actual product.

2. **Shuffle Board Court** **Kimberly Beattie**

Kimberly Beattie asked the board if they wanted to get estimates to re-surface the shuffle board court. There was discussion. Denise D'Alessio made a motion for Kimberly Beattie to get estimates to resurface the shuffle board court. Karin Ramsey seconded the motion. There was no further discussion. All said "Aye." Mark Manera said "Aye", Karin Ramsey said "Aye", Andrew Coull said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Denise D'Alessio said "Aye", Greg Bracken said "Aye", Denise Bouldin-Davis said "Aye", and Hilda Margolis said "Aye." The motion passed unanimously.

3. **Removal of Sand Path  
(Exhibit OB3A)** **Kimberly Beattie**

Kimberly Beattie wanted to know how the board wanted to proceed with the sand path. There was discussion. Marc Tollis will be in charge of this project.

4. **Shut Off Valve at Lake** **Kimberly Beattie**

Kimberly Beattie advised the board that the shut off valve for the lake is rusted and narrowing. Mark Manera is going to look at it and see what needs to be done.

5. **Presentation of Easter Egg Hunt/Expenses** **Denise Bouldin-Davis**

Denise Bouldin explained that she was new to this and she would be presenting the costs after all expenditures were made. She will provide a final report with the total after all expenses have been accounted for. Mark Manera stated that this would be a figure to use for next year's budget. There was discussion. All that can be at the clubhouse at 8:00 am March 28<sup>th</sup>, 2026 are welcome to help set up for the Easter Egg Hunt.



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## NEW BUSINESS

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**1. Banquet Hall Stripped and Refinished** **Kimberly Beattie**

Kimberly Beattie advised that it was time to have the floors stripped and refinished in the banquet hall. The association uses Quality Floors for this task. Andrew Coull made a motion to have the floors stripped and refinished. Fern Grounds seconded the motion. There was no further discussion. Mark Manera said "Aye", Karin Ramsey said "Aye", Andrew Coull said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Denise D'Alessio said "Aye", Greg Bracken said "Aye", Denise Bouldin-Davis said "Aye", and Hilda Margolis said "Aye." The motion passed unanimously.

**2. Replacing Filters for Pools** **Kimberly Beattie**  
**(Exhibit NB2)**

Kimberly Beattie presented the invoice from All Clear Pools to replace the filters in the pool with new ones. There was discussion. Karin Ramsey made a motion to accept All Clear Pools proposal to replace the filters. Andrew Coull seconded the motion. There was no further discussion. All said "Aye." Mark Manera said "Aye", Karin Ramsey said "Aye", Andrew Coull said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Denise D'Alessio said "Aye", Greg Bracken said "Aye", Denise Bouldin-Davis said "Aye", and Hilda Margolis said "Aye." The motion passed unanimously.

**3. Black Algae Treatment for Adult Pool** **Kimberly Beattie**  
**(Exhibit NB3)**

Kimberly Beattie presented the invoice from All Clear Pools to treat the pool for black algae.. There was discussion. It was decided that we would approve this but wait until the heater for the pool was shut off before shutting it down for treatment. Karin Ramsey made a motion to accept All Clear Pools proposal to remove the black algae. Andrew Coull seconded the motion. There was no further discussion. All said "Aye." Mark Manera said "Aye", Karin Ramsey said "Aye", Andrew Coull said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Denise D'Alessio said "Aye", Greg Bracken said "Aye", Denise Bouldin-Davis said "Aye", and Hilda Margolis said "Aye." The motion passed unanimously.

**4. Outdoor Corn Hole Set** **Kimberly Beattie**  
**(Exhibit NB4A, NB4B)**

Kimberly Beattie advised that a corn hole game had been purchased for the last July 4<sup>th</sup> event. It was just an inexpensive set to play for that day, however, many property owner's continued playing it but the material was not weather proof. She presented two exhibits for new corn hole sets that are weather proof and should last quite a while as she thinks it is something that many property owners' enjoy playing. There was discussion. Marc Tollis made a motion to go with the boards from Corn Hole USA. Karin Ramsey seconded the motion. There was no further discussion. Kimberly Beattie presented the invoice from All Clear Pools to replace the filters in the pool with new ones. There was discussion.



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All said "Aye." Mark Manera said "Aye", Karin Ramsey said "Aye", Andrew Coull said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Denise D'Alessio said "Aye", Greg Bracken said "Aye", Denise Bouldin-Davis said "Aye", and Hilda Margolis said "Aye." The motion passed unanimously.

## 5. Paving, Sealing Parking Lot and Path

Andrew Coull

Andrew Coull stated that the entrance to parking lot needs to be paved and sealed as well as the path down at the sand, which is wearing out. There was discussion. Karin Ramsey thinks we should wait until after hurricane season to have this done so there won't be weather, water or moisture to affect the new pavement. This item will be tabled until December.

## 6. AC Maintenance

Mark Manera

Mark Manera presented two estimates for yearly maintenance for the ac units. He stated that this was very important to have done before the summer heat arrived. He stated that Brooks was local and had worked on the units before. Denise D'Alessio asked if he would give us a discount and if he would come out after maintenance to repair if something went wrong. Andrew Coull made a motion to accept Brooks Air Conditioning's proposal. Marc Tollis seconded the motion. Denise D'Alessio restated that we need to get his regular price and ask for a discount. There was no further discussion. Andrew Coull seconded the motion. There was no further discussion. All said "Aye." Mark Manera said "Aye", Karin Ramsey said "Aye", Andrew Coull said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Denise D'Alessio said "Aye", Greg Bracken said "Aye", Denise Bouldin-Davis said "Aye", and Hilda Margolis said "Aye." The motion passed unanimously.

## 7. Golf Cart Repair

Kimberly Beattie

(Exhibits NB7A, NB7B, NB7C, NBD, NB7E, NB7F, NB7G)

Kimberly Beattie explained the two sets of estimates on batteries. There was discussion. Mark Manera stated that he believes upgrading to a lithium battery with an 8 year warranty; no maintenance saving time, longer run time, and simplicity would be worth the upgrade. Marc Tollis made a motion to accept the estimate from Golf Carts of Vero to upgrade to a lithium battery. Andrew Coull seconded the motion. There was no further discussion. All said "Aye." Mark Manera said "Aye", Karin Ramsey said "Aye", Andrew Coull said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Denise D'Alessio said "Aye", Greg Bracken said "Aye", Denise Bouldin-Davis said "Aye", and Hilda Margolis said "Aye." The motion passed unanimously.

## PUBLIC COMMENTS

## ADJOURNMENT

Karin Ramsey made a motion to adjourn. Hilda Margolis seconded the motion. . All said "Aye." Mark Manera said "Aye", Karin Ramsey said "Aye", Andrew Coull said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Denise D'Alessio said "Aye", Greg Bracken said "Aye", Denise Bouldin-Davis said "Aye", and Hilda Margolis said "Aye." The motion passed unanimously.