



# Vero Beach Highlands

PROPERTY OWNERS ASSOCIATION, INC.

## (Draft) BOARD MEETING MINUTES

May 19<sup>th</sup>, 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 April 21<sup>st</sup>, 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  
Andrew Coull  
Fern Grounds  
Marc Tollis  
Denise D'Alessio  
Greg Bracken  
Denise Bouldin-Davis  
Hilda Margolis

Karin Ramsey was 3 minutes late and in attendance. There were 3 property owners in attendance; Judy Coull, David Krzemien, and Candee Zicari.

### APPROVAL OF MINUTES

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Fern Grounds made a motion to accept the minutes as presented. Denise D'Alessio 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." There was no further discussion. The motion passed unanimously.



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## REPORT OF COMMITTEES

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

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

Mark Manera gave the maintenance report. He advised that the fence at the playground was completed and secured. He also explained that one of the ac units in the banquet hall was not working and the board would be voting on that this evening. He advised that there were bids for the painting of the handball and racquet ball courts but we were having difficulty with the 3<sup>rd</sup> bid, so we are waiting on that.

Denise Bouldin-Davis advised that the exhibits for a projector and screen were in the file. There was discussion. The board asked many questions, i.e. What hours could the movie be viewed inside and outside? If outside would we need to close the pool? Who would be responsible to pick up debris? Who would run the projector? How would the movie be shown? Why such a large screen? Will people need a ticket? It was decided that the movie could be shown outside when the sun goes down early, in the winter and inside in the summer. There would be no need to close the pool down. The recreation committee will be responsible for cleanup, set up and take down, including cleaning the popcorn machine. Andrew stated that he did not want to end up with popcorn kernels in the pool, on the deck or in the pool filters, so he does not think it is a good idea to have popcorn outside. There was further discussion about the estimated cost of Movie Night. The recreation committee gave the cost of the screen and projector but without a head count was not able to give a complete estimate for the snacks and drinks.

Denise D'Alessio made a motion to accept exhibit NB2A for the projector. 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." There was no further discussion. The motion passed unanimously.



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Denise Bouldin-Davis made a motion to accept exhibit NB2D to purchase the screen and refreshments for Movie Night and to have the movie night on June 19<sup>th</sup>, 2026 from 6pm to 8pm. 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." There was no further discussion. The motion passed unanimously.

Andrew Coull made a motion to have the July 4<sup>th</sup>, 2026 event as in the past. Karin Ramsey 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." There was no further discussion. The motion passed unanimously.

Andrew Coull read the Finance and Treasurers Report. He gave the current interest rates to all the CD's and money market accounts. We will have the interest rate for the CD that is renewing in June by the next meeting. All is in good order.

## OLD BUSINESS

- 1. Shuffleboard Resurfacing** **Kimberly Beattie**  
**(Exhibit OB1A, OB1B, OB1C)**

Kimberly Beattie presented the three exhibits. There was discussion. Fern Grounds asked who uses it. It was explained that no one could use it as it needed to be resurfaced. Mark Manera explained that whether people used it or not, it was the obligation of the board to maintain it for the property owners. Greg Bracken asked if we had the equipment to play it. Kimberly Beattie advised that we did have it. Karin Ramsey made a motion to accept the estimate from AAA Resurfacing. Marc Tollis 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." There was no further discussion. The motion passed unanimously.

- 2. Painting Sports Complex** **Kimberly Beattie**

As we are awaiting more bids, this topic was tabled until next month.

## NEW BUSINESS

- 1. Replacing one AC Unit in Banquet Hall** **Kimberly Beattie**

Kimberly Beattie presented the three estimates. Greg Bracken asked if there was a heat pump. Kimberly Beattie was unsure, but said that one of the companies went up in the attic to check that we



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had heat. There was discussion. Marc Tollis made a motion to accept the bid from Air Docs for the new ac unit. Andrew Coull seconded the motion. A vote was taken. Mark Manera said "Aye", Karin Ramsey said "Abstain", 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." There was no further discussion. The motion passed.

**2. Movie Night Projector and Screen**

**Denise Bouldin-Davis**

This was already voted on at the top of the meeting.

**3. Employee Raises**

**Kimberly Beattie**

Kimberly Beattie presented the employee evaluations. There was discussion. It was voted that all employees would receive a raise.

## **PUBLIC COMMENTS**

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## **ADJOURNMENT**

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Andrew Coull made a motion to adjourn. Fern Grounds 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." There was no further discussion. The motion passed unanimously.