



Vero Beach Highlands

PROPERTY OWNERS ASSOCIATION, INC.

Draft BOARD MEETING MINUTES

September 16th, 2025

CALL TO ORDER

Karin Ramsey called to order the Board meeting of the Vero Beach Highlands POA, Inc. Board of the Directors at 6:00 pm on September 16th, 2025 in the Vero Beach Highlands Clubhouse
625 Highlands Drive SW
Vero Beach, FL 32962

PLEDGE OF ALLEGIANCE

ROLL CALL

Kimberly Beattie conducted roll call. The following were present:

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

There were three property owners' who attended the meeting, Terry Tollis, Dave Krzemien and Candee Zicari.

APPROVAL OF MINUTES

Minutes of the July 15th, 2025 Board Meeting were presented and reviewed. Mark Tollis made a motion to accept the minutes as presented. Mark Manera seconded the motion. There was no further discussion. All said "Aye." Karin Ramsey said "Aye", Andrew Coull said "Aye", Mark Manera said



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"Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Greg Bracken said "Aye", Hilda Margolis said "Aye", Denise Bouldin-Davis said "Aye" and Denise D'Alessio said "Aye." The motion passed unanimously.

REPORT OF COMMITTEES

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 gave the Breakdown of Assessments.

Mark Manera read the maintenance report. He stated that the tennis courts had been cleaned up and that the irrigation leaks had been repaired and all is working properly. He asked for approval and made a motion that the dead palm trees be removed. There was some discussion. Kimberly Beattie will get 3 estimates and this item is tabled until the estimates are in.

Andrew Coull gave the Financial Report. He stated that soon we would be doing the annual budget and that we were getting everything together for the meeting. He advised the Treasurer's Report for August and June were in the file, however, the bookkeeper needed to make a correction on the July Report. This report will be included in the next month's board meeting.

Denise Bouldin-Davis is going to see what type of response we get with volunteers for the trunk or treat. She would like it put on the board and on the website through 10-17-25 and she thought possibly a donation box for Thanksgiving dinners and a Christmas gift give-away could be set up in the clubhouse so we could collect donations. Kimberly Beattie and Andrew Coull offered to be volunteers for the trunk or treat and Andrew Coull stated that Kimberly Beattie could get some candy so even if we do not have any other volunteers, there will be candy for the association to give out. Kimberly Beattie will get this on the board and on the website.

OLD BUSINESS

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| 1. Flagpole | Kimberly Beattie |
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Karin Ramsey asked Greg Bracken if he had found and got a flagpole. Greg Bracken said that he sent some info to the office. The office and other board members did receive some info but there was



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no specific info proposed to be voted on. Greg Bracken is going to get with Kimberly Beattie to advise which pole the association is ordering. Fern Grounds made a motion to spend up to \$600.00 for shipping as Kimberly Beattie needed for the pole that was picked out. Mark Manera seconded that motion. There was no further discussion. All said "Aye." Karin Ramsey said "Aye", Andrew Coull said "Aye", Mark Manera said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Greg Bracken said "Aye", Hilda Margolis said "Aye", Denise Bouldin-Davis said "Aye" and Denise D'Alessio said "Aye." The motion passed unanimously.

**2. Window Blinds/Curtains for Gym and Banquet Hall Karin Ramsey
(Exhibit OB2A)**

Karin Ramsey advised that she had been meaning to stop in at the blind shop and had not yet had the chance. This item is tabled until a later date.

NEW BUSINESS

1. Changing Pool Cleaning Service Provider Kimberly Beattie

Kimberly Beattie advised that the estimates were in the file to be looked at and voted on. She advised that our long time company Hi-Tide Pools, had to quit very unexpectedly. She advised there were four estimates. There was discussion. Andrew Coull made a motion to accept the bid by Coastal Pools DBA All Clear Pools. Denise Bouldin-Davis seconded the motion. There was no further discussion. All said "Aye." Karin Ramsey said "Aye", Andrew Coull said "Aye", Mark Manera said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Greg Bracken said "Aye", Hilda Margolis said "Aye", Denise Bouldin-Davis said "Aye" and Denise D'Alessio said "Aye." The motion passed unanimously.

2. Trunk or Treat Denise Bouldin-Davis

Denise Bouldin-Davis discussed this at the recreation committee report.

PUBLIC COMMENTS

Fern Grounds wanted to discuss training someone for Kimberly Beattie's job so when she is not in someone can perform her job. Kimberly Beattie, Karin Ramsey, Andrew Coull, Hilda Margolis did not see the need nor are the monies available for such training. Karin Ramsey and Andrew Coull did not see any need. Karin Ramsey advised that she could come in if Kimberly Beattie were to get sick or injured. Kimberly Beattie advised that out of 10 years, she had only had surgery once and surgery was not an every day, monthly or yearly event. She advised that in her demise anyone with office experience could do her job and over a little time learn the legal, bookkeeping and collections side of the job. Mark



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Manera stated that Kimberly Beattie had always been reliable at the job and there was no reason to think otherwise until something changed.

ADJOURNMENT

Denise D'Alessio made a motion to adjourn. Fern Grounds seconded the motion. There was no further discussion. All said "Aye." Karin Ramsey said "Aye", Andrew Coull said "Aye", Mark Manera said "Aye", Fern Grounds said "Aye", Marc Tollis said "Aye", Greg Bracken said "Aye", Hilda Margolis said "Aye", Denise Bouldin-Davis said "Aye" and Denise D'Alessio said "Aye." The motion passed unanimously.