

**The Meadows South Association, Inc.**  
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**2026 Annual Membership Meeting Minutes**

**Date:** Saturday, January 24, 2026

**Time:** 9:00 AM

**Location:** North Brevard Senior Center (NBSC)  
909 Lane Avenue  
Titusville, FL 32780

**Agenda**

1. Meeting called to order at 9:02 am.
  - President thanked Paul Reimer for his efforts in establishing the Noble Construction contract, Kevin Wright for his handyman services, and Chuck Putnam for his parking stripe painting and grinding of concrete tripping hazards.
  - Extended condolences to the family and friends of those members who have passed: Bridgette Sullivan [1283C], Mark Fantino [1341H], Rudy Squaglia [1325A], Kathy Greene [1289B], and Bruce Neale [1309I, 1317B, 1325B, 1333I]
2. Announced 2026 Board of Directors: Eva Aguilera, Melissa Brandon, David Dozier, David Flowers, Linda Heppler, Sharleen Marshall, Margie Smith, and Jon Taute.
3. Requested edits to 2025 annual meeting minutes. None offered.
  - President motion to waive the reading of the 2025 annual meeting minutes and approve as published. Brandon 2<sup>nd</sup>. Motion passed unanimously.
4. President discussed new property management contract with 631 Management Services LLC.
  - Owned by David Flowers
  - \$600 per month
  - Contract posted on website: [www.msahoa.com](http://www.msahoa.com)
5. President presented overview of 2025 finances.
  - Stated four (4) financial docs posted each month: Account Statement, P&L, Balance Sheet, & Aging Report
    - a. 2026 Dues
      - Reaffirmed dues of \$140 per month
    - b. Statement on ACH Payment Capability
      - Noted estimated cost of \$310 per month to provide electronic bill pay to membership and that the board elected not to provide the capability.
      - Costs estimated at \$10 per month for access, 1% per payment, and \$1.75 handling fee per transaction.
    - c. Payments via Bulk Mail (Automatic Checks from Financial Institutions)
      - Discussed how the USPS processes bank checks via bulk mail.
      - Stated that members have an obligation to ensure their checks are dated prior to the 1<sup>st</sup> of the month less late fees be imposed if received after the 5<sup>th</sup> or 15<sup>th</sup> of each month.
      - Noted late fees would be imposed starting March 6, 2026.
    - d. Statement of Account: 2025 to 2026
      - Noted we started 2025 with \$124,564 and ended 2025 with \$89,134.
    - e. Significant 2025 Expenditures Report
      - Noted the following significant expenditures in 2025
        - \$125,200 to Spectrum for basic cable TV
        - \$25,648 for concrete repairs
        - \$10,850 for tree removals, trimming, and stump grinding
        - \$36,300 for mowing

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- \$31,296 for the Apollo Road stormwater basin remediation
- \$26,330 for waste collection
- \$13,213 for pest control
- \$8,541 for irrigation system repairs
- \$7,579 to FPL

f. Leniency Program

- Discussed the leniency program and noted 2 members participated in 2025.
- For an approved period of time, those members were not charged late fees and their outstanding balances were charged 5% interest rate.

g. Member Loan Program

- Discussed the establishment of the member "home improvement" loan program.
- Noted 2 members took advantage in 2025. One received \$1,300 for a sidewalk repair and another \$900 for a tree removal. Both are repaying at 5% interest.

h. Fining Committee

- Noted committee has been established, has issued 2 fines, and will be meeting regularly in 2026 to address fines recommended by the board.
- Discussed the fining process and reiterated the Board's intent to enforce Association rules.

i. Collections Report

- Noted 3 members are currently in the collections process and that all will be turned over to Association legal counsel very soon.

6. Bulk Telecommunications Proposals

- a. The Wire3 representative spoke for 10 minutes regarding their proposal and answered member questions.
- b. The Spectrum representative spoke for 15 minutes regarding their proposal and answered member questions.

7. Recessed the membership meeting at 10:15 am to conduct the Organizational Meeting.

- President asked directors if any desired the meeting to be conducted in private, None did.
- Organizational meeting called to order at 10:18 am.
- Officer elections conducted. David Flowers elected President, Melissa Brandon elected Vice-President. Eva Aguilera elected Secretary. No nominations received for Treasurer. President will act as Treasurer in 2026.
- Organizational meeting adjourned at 10:17 am.

8. Membership meeting recalled to order at 10:17 am.

9. President announced 2026 Officers.

10. President certified quorum met. 51 members represented either in person or by proxy. 30% (48 members) required to conduct business.

11. President certified all Designated Voter Certificates & Proxies filed were proper and verified.

12. Conducted votes on each of the four (4) amendments to our By-Laws.

- Amendment 1 (Bulk Comm Contracts) passed with 44 yeas and 4 nays.
- Amendment 2 (Exterior Pest Control) passed with 46 yeas and 1 nay.
- Amendment 3 (Only Titusville Officers) passed with 47 yeas and 1 nay.
- Amendment 4 (61 Rental Limit) passed with 40 yeas and 7 nays.
- Count sheet to be filed as a permanent record.

13. Irrigation System Report

- President provided an overview of our irrigation system and discussed what still needs to be done.

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- Noted the website links to the 2025 work and cost summaries and that like information will be provided again in 2026.
- Asked residents to report irrigation/sprinkler issues to Kevin Wright or the President.

14. 2026 Look-Ahead

- a. Enforcement of Rules
  - President reiterated the Board's intent to enforce the Association's rules and made specific reference to vulgar language use towards other members and unacceptable items being placed in Dumpster 4.
- b. Telecommunications Contract
  - Noted the Board's intent to conduct a Special Meeting to discuss a bulk telecommunications contract.
  - President responded to a member question concerning a reduction in 2026 dues should the Board enter into a new contract with the answer that would be unlikely.
- c. Irrigation System Remediation
  - Nothing additionally discussed,
- d. Planting of 4 Canopy Trees
  - Noted the Association received 2 TPD violations in 2025 for removing 4 canopy trees and our responsibility to purchase and replant four new canopy trees to close-out those violations.
  - Noted our need to ensure the front common area sprinklers are functioning as expected before re-planting.
- e. Common Area Beautification
  - Noted the Board's desire to add landscaping and sod after the irrigation system is functional in the front yards and common areas.
- f. Street Repairs
  - Noted the Board's desire to fix our deteriorating asphalt streets.
  - Noted the Board received and estimate of \$450K to repave all our streets with an admonition that the asphalt would likely be cracked again within 2 years due to the underlying concrete expansion joints.
- g. Concrete Parking Pad Pressure Washing
  - Noted the Board's desire to clean-up some of our dirtier concrete parking pads.
- h. Irrigation System Control Panel Enclosure Remediation
  - Noted the Board's desire to replace the port-o-potty on Street 2 with another enclosure.
- i. West Retaining Wall Remediation
  - Stated the Board is aware the retaining wall behind building 1341 needs repair.
  - Noted the funds do not exist to make this repair in 2026.
  - Noted the Board is monitoring any degradation of owner rear yards.

15. Open Forum

- Discussed the need for a 2025 account financial review to save \$250. Much discussion ensued and elected to proceed with review.
- Discussed the mowing of backyards and President stated the backyards along the perimeter fences would be mowed.
- J. Barker requested an inspection of the south perimeter fencing due to rust and security concerns. President to an action to inspect and address the concerns.
- Discussed presence of non-working, parked vehicle at 1285A.
- President took action to review history of shutter and storm door requirements in our governing documents.

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- President documented sprinkler issues at 1289B and 1329G.

16. Adjournment

- Flowers motion to adjourn. Brandon 2<sup>nd</sup>. Motion passed unanimously.
- Meeting adjourned at 11:36 am.

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Member	NOLA (P&H)	Intent to Lien (\$75)	Claim of Lien (\$175)	To Attorney (at Rate)
1281H, Charnow	11/01/25	12/19/25	Due 2/2/26	
1281I, Ellis	11/06/25	12/19/25	Due 2/2/26	
1283C, Murillo	11/06/25	Partial 12/15	Await Jan Pay	
1317C, Greene	12/19/25	Due 1/18/26		

b. Concrete Tripping Hazards

2) 14-day notices due by 1/10/26

- a. Replace stop sign at Entrance 1 and south street. [President]
- b. Remove ACC control panel and securely store. [President]
- c. Complete parking pad striping. [President]

  

- a. 1321G Leniency (Ends 12/31/25)
- b. 1317H Leniency (Ended 11/30/25)