

PINEAPPLE PLANTATION POA

MONTHLY MANAGEMENT REPORT

April 19, 2023

MANAGER: KEVIN BEERS, LCAM

<u>DISTRIBUTION:</u>	<u>TITLE</u>	<u>METHOD</u>
Karl Chalupa	President	(E)(H)
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Bill Wah	Secretary	(E)(H)
Greg Timmer	Director	(E)(H)

Method of distribution: Fax (F), E-mail (E), Mail (M), Hand Delivered (H)

I. **ADMINISTRATION:**

- Respond to Residents email & calls, provide information requested.
- Updated 9 residents' emails on TOPSONE to receive emails.
- Website Updates and Postings

II. **Meetings:**

➤ **Annual Meeting:**

- Attended the Annual Meeting
- Compiled list of request and concerns regarding Annual Meeting worked with leadership within Advantage address.
- After a quorum was not acquired, I gathered names of those who wanted to volunteer to help achieve a quorum at the reconvened meeting.
- Worked with Sam and Jacob Ensor to reconstruct the limited proxy to be easier to understand in efforts to get more proxies turned in.
- Assisted APM office staff to send out the meeting notice mailing to ensure the meeting notice was sent out with plenty of time to warn residents of the meeting.
- Sent out meeting notice in an email blast via. TOPSONE.
- Booked the venue for the reconvened meeting.
- Organized an email group of all volunteers that provided me with their information.
- Regularly updated volunteers and responded to questions in a timely manner.
- Attended the reconvened meeting where a quorum was achieved and held and election where three new board members were voted onto the board.

III. BIDS AND PROPOSALS:

Recommendations for Board Review:

- No pending or open items as of the date of this report

IV. CURRENT OUTSTANDING ISSUES:

- Playground Equipment:
 - Corresponded with board and residents accordingly regarding request for information.

V. REPORT ON ITEMS OF IMPORTANCE:

Property Inspection/Onsite:

- Did drive throughs to investigate problems reported to me by residents. (Hedge trimming, tree trimming, alligator, sprinklers)
- Onsite: Investigate fire damage from a small fire on the Windermere side.

Maintenance:

- Coordinated with landscaper to cut down hedges on the Windermere side that were an obstruction of view.
- Coordinated with Coastal irrigation to have them come do a system check during the few weeks without rain.