



Spring Woods
MOBILE HOME SUBDIVISION
HOME OWNERS ASSOCIATION INC.

Annual Meeting Minutes

March 24, 2026

Call to Order

The Annual Meeting of the Spring Woods Mobile Home Subdivision Homeowners Association was called to order at 7:44 p.m. on March 24, 2026, by Board President Lee Larnar.

Certification of Proxies & Quorum Establishment

Proxies were certified by the Board. Attendance and proxies were recorded as follows:

- **Proxies Received: 32**
- **Valid Signatures on Proxies: 25**

With a quorum established, the meeting proceeded.

Proof of Notice of Meeting

Sharon Williams confirmed that the Proof of Notice for the Annual Meeting was mailed out to homeowners prior to March 1, 2026.

Approval of Previous Annual Meeting Minutes (March 25, 2025)

The minutes of the March 25, 2025, Annual Meeting were presented. A motion to accept the minutes as read was made by Thomas Senatore, seconded by James Hamilton, and carried unanimously.

Treasurer's Report

The Treasurer's Report for the period ending December 31, 2025, was read into the record, noting Total Bank Assets of \$102,890.17, Total Liabilities of \$23,879.67, and Total Operating Funds of \$79,010.50.

A motion to accept the Treasurer's Report was made by Thomas Senatore, seconded by James Hamilton, and carried unanimously.

Report of Officers & Infrastructure Updates

The Board provided updates on several ongoing community and administrative topics:

- **Digital Portal & Statutory Compliance:** Secretary James Hamilton provided an update on new Florida statutes requiring the HOA to maintain a secure, password-protected digital portal containing seven years of Association documents (dating back to 2019). He noted that the Board is currently organizing and securing these files. Additionally, he discussed the ongoing process of reviewing the current HOA bylaws to remove any outdated clauses and ensure full compliance with current state statutes.
- **Community Maintenance:** President Lee Larner reported on recent infrastructure improvements, including grinding down uneven sidewalks, repairing downspouts, and acquiring new awnings and furniture for the pool area.
- **Pergola Incident Legal Action:** President Larner also updated the community on the pergola incident, noting that Brad Cornelison has defaulted on his payment agreement and currently owes the Association \$5,000. The Board will be sending a certified letter to formally pursue the owed funds.

Resolution on Association Purchasing Policies

Secretary James Hamilton presented a resolution regarding the handling of HOA funds to comply with Florida Statute 720.303.

- **Motion:** A motion was made to formally eliminate the use of Association debit cards. All existing debit cards will be canceled and destroyed. Moving forward, all purchases and expenses must be paid via official Association check, ACH transfer, direct vendor invoicing, or an authorized corporate credit card.
- **Outcome:** The motion was adopted by the Board.

Activities Committee Report

Tara Dunn provided an update on behalf of the Activities Committee:

- **Past Events:** The Committee successfully hosted several well-received events over the past year, including Trunk or Treat, Fall Fest, and a Polar Express Christmas movie night.
- **Upcoming Events:** An Easter event is scheduled for March 29, which will include an Easter basket giveaway for children and an Easter dinner for adults.
- **Call for Volunteers:** The Committee is currently seeking volunteers to assist with events,

specifically someone to serve as a Bingo caller for Sunday Bingo nights.

New Business & Open Floor Discussion

During the open floor segment, resident Amber Malone raised concerns regarding the community's Welcome Packets. She noted that the packets currently being distributed to new residents differ from the version she received six years ago, stating that certain privileges had been omitted without a public vote. Ms. Malone argued that these previous privileges should therefore still apply, specifically highlighting a past exemption for pot-bellied pigs under the farm animal restrictions, which she noted aligns with Lee County Code Enforcement rules.

President Larner and the Board acknowledged the discrepancy and agreed that the Welcome Packets need to be thoroughly reviewed and updated to reflect the most current community rules and Florida statutes to ensure new residents receive accurate information.

Adjournment

With no further business before the Board, a motion to adjourn was made by James Hamilton, seconded by Thomas Senatore, and passed without objection.

The Annual Meeting adjourned at 8:23 p.m.



Submitted by:

James Hamilton, Vice President / Secretary
Spring Woods Mobile Home Subdivision HOA, Inc.

03/25/2026