

SABAL PALM ESTATES HOMEOWNERS ASSOCIATION, INC.

**Minutes for Board of Directors Meeting - Mar 27, 2026
at the Suntree/Viera Library conference room
7902 Jordan Blass Dr, Melbourne, FL**

BOD meeting Call to Order: The President, Marvin Jackson called the meeting to order at 3:05 PM.

Verification of Notice and Quorum: The President noted that the Notice of the Board Meeting and Agenda were duly posted 48 hours in advance of this Board of Directors Meeting, and a quorum was present.

Board members present were - Marvin Jackson, Hoot Wiseman, Greg Clark, Martin Lopez, Ron Larivee

Non-board residents present were - Christy Larivee, Monica Wiseman, Pat Jackson, Lydia and Carlos Maldonado.

Minutes: The February 18, 2026 draft minutes were sent out to each director prior to this meeting. All Board members responded in the affirmative that they had received and reviewed the February minutes prior to this meeting. Jackson motioned to accept the February minutes as submitted, Ron Larivee seconded. Motion carried unanimously.

Resolution No. 20260327 (Adopting Procedures For Member Comment Period At Board Meetings) was presented to the board for consideration. Wiseman motioned to accept the resolution, Lopez seconded. Motion passed unanimously. Copy of resolution attached.

Member's Comment period was opened. No member requested to speak.

Treasurer's Report: Checking Balance \$3,391.70, Money Market Balance: \$40,064.57. Expenses are in line with the budget. The taxes and corporate report will be completed soon. Lopez motioned to accept the treasurer's report, seconded by Ron Larivee. Motioned passed unanimously.

Lake Maintenance: Nothing to report, normal maintenance.

Landscape Committee Report: Christie Larivee reported that plants at both entrances have been cut back and hopefully will come back this spring. Christie will be chairing the committee and a request for volunteers will be sent out with the Meeting of the Members letter.

ARC Committee Report: None outstanding

Welcoming Committee Report: Nothing to report. Two houses are still for sale.

Nomination Committee: Lopez submitted his nomination committee report to the board. Copy of report attached. Five requests to be placed on the ballot were received by March 13, 2026. Lopez motioned to change the number of directors to five (5). Clark seconded the motion. Motion passed unanimously.

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Old Business:

Jackson reported that the electricians he contacted have not responded to his request for an estimate except one. They will be contacting him with a date and time to meet on site.

Wiseman reported on securing a meeting room for our monthly meetings. The Library is free and has various openings for BOD meetings. The Library also had an opening for the Meeting of the Members on April 15th and Wiseman reserved this date for that meeting. After some discussion, Clark made a motion to have our BOD meetings on the fourth Monday of each month from 6:00 PM to 8:00 PM. Motion seconded by Lopez. Motion carried unanimously. Wiseman will check with the library to see if the 4th Mondays are available for future meetings.

Meeting of the Members will be on April 15th from 3:00 PM to 5:00 PM. at the Suntree/Viera Library Meeting room. Notice of the meeting will be mailed out no later than March 31st.

New Business:

Lopez proposed the creation of a Policy and Procedures, to include policies for conduct of our meetings, and a Social Media policy. Further discussions were held and ideas from those in attendance were taken. One suggestion was to post the approved meeting minutes on the official SPEHA website. Another suggestion was a short document to include with the sign-in sheet outlining expected conduct at meetings. Also, the proper legal wording on any of our Social Media platforms to clarify requests from homeowners. Lopez made the motion that any legal/litigation/HOA record requests should be sent, in written form, to our legal address (SPEHA, PO Box 410936-0936) or to our Registered Agent, email does not meet this requirement. Wiseman seconded the motion. Motion carried unanimously. Our official email will contain an auto reply with this notice. Email will only be used for non-legal questions.

Next board meeting: April 15, 2026 (Meeting of the Members) 3:00 PM to 5:00 PM at the Suntree/Viera Library meeting room.

Adjournment: Jackson made a motion to adjourn the meeting at 3:45PM.. Seconded by Lopez, meeting adjourned.

Meeting of ARC committee.

No requests received. Meeting adjourned.

Respectfully submitted
Pat Jackson
Secretary

RESOLUTION NO. 20260327
OF THE SABAL PALM ESTATES HOMEOWNERS ASSOCIATION, INC. BOARD OF
DIRECTORS
ADOPTING PROCEDURES FOR MEMBER COMMENT PERIOD AT BOARD MEETINGS

WHEREAS, the Board of Directors of the Sabal Palm Estates Homeowners Association (the "Association") desires to promote open communication and transparency with its members; and

WHEREAS, providing a reasonable opportunity for members to address the Board on agenda items fosters better understanding of community issues and informed decision-making; and

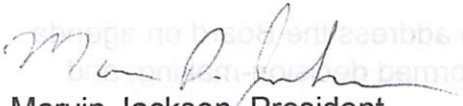
WHEREAS, the Board wishes to establish clear, fair, and orderly rules for member participation during open Board meetings;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Member Comment Period Established.** A Member Comment Period shall be included on the agenda of every regular open Board of Directors meeting, to occur immediately after the approval of the minutes from the previous meeting and before proceeding to the remaining agenda items.
2. **Scope of Comments.** During the Member Comment Period, any Association member in good standing may speak on any topic that appears on the published meeting agenda. Comments must be relevant to the specific agenda item(s) the member wishes to address.
3. **Time Limit.** Each member shall be allowed a maximum of three (3) minutes to speak. The presiding officer (or their designee) shall enforce this time limit fairly and consistently. Members may not yield or transfer their time to another person.
4. **Procedures.**
 - Members wishing to speak must sign up prior to the start of the meeting (or as otherwise directed by the Board or meeting facilitator).
 - Speakers shall address their comments to the Board as a whole and maintain a respectful and civil tone.
 - No member may speak a second time on the same agenda item until all other members who wish to speak on that item have had an opportunity to do so.
 - The Board will not engage in debate or take immediate action on comments during this period. Questions or concerns raised may be referred to the appropriate committee, management, or placed on a future agenda, at the discretion of the Board.
5. **Exceptions and Limitations.** The Board reserves the right to limit the total duration of the Member Comment Period if necessary to conduct the business of the meeting efficiently (for example, setting an overall cap of 15–30 minutes, depending on attendance). Disruptive behavior may result in the speaker being asked to stop or leave the meeting.

6. **Effectiveness.** This Resolution shall take effect immediately upon adoption by the Board and shall apply to all open Board meetings.

Adopted by the Board of Directors on March 27, 2026, at a duly noticed meeting.



Marvin Jackson, President
Sabal Palm Estates Homeowners Association, Inc.

Attest:



Patricia Jackson, Secretary

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Nominating Committee Report: 2026 Annual General Meeting

March 24, 2026

To: Sabal Palm Estates Homeowners Association, Inc. (SPEHA)
PO BOX 410936
Melbourne, FL 32941-0936

From: The Nominating Committee

Subject: 2026 Board of Directors Election Update

Dear Board and members at large,

The Nominating Committee is pleased to present this report regarding the upcoming Board of Directors election for 2026. Our goal is to ensure a transparent and compliant process that serves the best interests of our community.

Nomination Process and Compliance

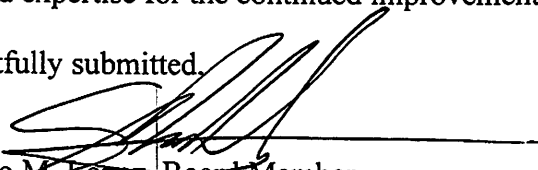
Following the distribution of the official notification packets as established, the committee monitored all submissions against the set statutory deadlines. We are happy to confirm that the process was conducted in full compliance with Florida Statutes regarding homeowner association elections. By the close of the designated nomination period, the following results were recorded:

- **Incumbent Nominations:** Four current board members Mr. Jackson, Mr. Lopez, Mr. Wiseman, and Mr. Clark formally expressed their desire to continue their service and submitted their nominations.
- **Volunteer Submissions:** We would like to extend a warm thank you to Mrs. Christine Larivee, who graciously volunteered to serve on the board and submitted her nomination
- **External Petitions:** No additional nomination requests were received from the general membership.

Final Slate of Candidates

Per our community covenants, the Board of Directors must consist of **3 to 7 members**. With five qualified candidates currently nominated, the board remains well within this mandated range. We are grateful for the dedication shown by these individuals and their willingness to volunteer their time and expertise for the continued improvement of our neighborhood.

Respectfully submitted,



Santiago M. Lopez, Board Member
President of the Nominating Committee