

**WINDSOR ISLAND RESORT, HOA**

**BOARD OF DIRECTORS ORGANIZATIONAL MEETING**

**Date: February 29, 2024 Time: 11:30am**

**Place: Windsor Island Resort**

1115 Aloha Blvd

Davenport, FL 33897

**CALL TO ORDER AND ESTABLISHMENT OF QUORUM:**

The meeting was called to order at 11:18am by David Williamson, President of Board of Directors. All three board members were in attendance in person and by phone, a quorum was established.

**BOARD MEMBERS PRESENT:**

David Williamson – President of Board of Directors

Derrick Diazoni – Vice President

Kay Dean – Secretary / Treasurer

**ON BEHALF OF JOHN D MASI:**

Patrick Burton – Legal Representative for Di Masi

**ON BEHALF OF CASTLE GROUP:**

Kelly Britten - Director of Business Development

Katie Ciccotelli - Vice President, CMCA, AMS, PCAM

Albert Sanchez, Orlando Franco – General Manager, LCAM

Courtney Lynn – Account Manager/Portfolio Manager, LCAM

Catrina Smith – Assistant Property Manager, LCAM

**BOARD OF DIRECTOR APPOINTMENTS:**

There were no appointments.

**ELECTION OF OFFICERS:**

Patrick explained the board officer positions and current terms for each member. Derrick made motion for David to be President; Kay seconded. All approved. Kay made motion for Derrick to be VP; David seconded. All approved. David made motion for Kay to be Secretary/Treasurer; Derrick seconded. All approved.

**BANK SIGNATURE CARDS & RESOLUTIONS:**

All bank signature cards & Resolutions were signed by Derrick Diazoni. Kay Dean and David Williamson were out of town and not present in person, so they were informed to sign virtually, with a *wet signature* and provide the copy back to the Castle Group Management for finalization.

**DISTRIBUTION AND COLLECTION OF CANDIDATE CERTIFICATIONS:**

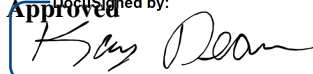
Patrick explained the Board Certification course offered by Di Masi Burton that will be held 3/11 via zoom.

**NEW BUSINESS:**

Orlando stated that Catrina will send out an eblast to membership and gauge interest for different committees and will include a list of potential committees. Orlando explained to the Board that a meeting will need to happen on 3/4/24 or 3/5/24 to discuss a time sensitive insurance situation. Board meeting will be held 3/4/24 @ 6pm. Catrina to send a calendar invite to the Board members so that they can add items to the agenda for discussion.

**ADJOURNMENT:**

Derrick made a motion to adjourn the meeting at 11:32 am; Kay seconded. All in favor.

Approved  
Signed by:  
  
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Windsor Island Resort, HOA