# ACPZ BOARD ORGANIATION MEETING AGENDA MARCH 10, 2025

Judy Hehn opened	the meeting	atAM		
Judy Hehn named Linda Grosh Brian Hutchinson Deb Pontenberg	the three nev	vly elected directo	rs for the Board	
Patti Bush and Bob	Swope conti	nues for one more	year	
ANNOUNCEMI	NT OF ELE	ECTIONS		
ELECTION OF OFFIC	ERS			
Nominated	by	for Preside	ent, Seconded by:	Vote:
Nominated	by	for Vice-Pr	resident, Seconded by:	Vote:
Nominated	by	for Treasu	rer, Seconded by:	Vote:
Nominated	by	for Secreta	ary, Seconded by:	Vote:
Nominated	by	for Asst. Se	ecretary, Seconded by:	Vote:
I. RESOLUTIO	N # 01-25-26	ROLL CALL OF OF	FICERS	
PRESIDENT: VICE PRESIDENT TREASURER SECRETARY ASST. SECRE	ENT:			
RESOLVED,	that OZK Banl	DEPOSITORIES k is hereby designa for bank purposes	ited to be depositories and a s and One (1) director shall si	ny Two (2) Directors by gn for internal control.
MOTIONED	BY: S	ECONDED BY:	VOTE:	

### 3. RESOLUTION # 03-25-26 LEGAL COUNSEL

RESOLVED, that the law firm of Anne M. Malley, P.A. Attorney at Law continue on retainer.

MOTIONED BY:

SECONDED BY:

VOTE:

#### 4. RESOLUTION # 04-25-26 PETTY CASH FUNDS

RESOLVED, that the treasurer/bookkeeper is hereby authorized and directed to maintain the PETTY CASH FUND in the amount of \$150.00 for incidental purchases and making change.

MOTIONED BY:

SECONDED BY:

VOTE:

### 5. RESOLUTION # 05-25-26 AGENDA ITEMS

WHEREAS it is the desire of this board to conduct business in an orderly manner, now therefore be it ROSOLVED, that it shall be the policy of this board that a member must file any items of business one may desire to bring up at a board meeting 72 hours in advance of the board meeting with the Secretary, from these items the Secretary with the help of the president shall prepare an agenda for the said meeting, and be further RESOLVED: that above shall apply to all members of the association.

MOTIONED BY:

SECONDED BY:

VOTE:

### 6. RESOLUTION # 06-25-26 MEETING DATES:

RESOLVED, that this board meet in the recreational hall at 9:00 AM on the second Monday of each month except during the months of MAY, JUNE, JULY, & AUGUST.

Last Board Meeting Monday, April 14, 2025 and will resume the Monday, September 8, 2025.

MOTIONED BY:

SECONDED BY:

VOTE:

## 7. RESOLUTION # 07-25-26 BOARD MEMBERS SHARING WORKLOAD

RESOLVED, that to enable the workload of administration of the park be shared the following areas of responsibilities be assigned to the Officers of this association as follows:

MOTIONED BY:

SECONDED BY:

VOTE:

#### **COMMITTEE - LIAZONS**

YEAR 2025-2026

- A. BUILDING & GROUNDS
- B. BUDGET

C.	CONTRAC	TS/INSUR	ANCE/DOCUMENT RE	VIEW	
D.	VIOLATIO	NS/GRIEV	ANCE		ACPZ BOARD/GRIEVANCE COMMITTEE
E.	J-RULE CO	MMITTEE			
F.	SOCIAL BO	DARD			
G.	ELECTION	СОММІТ	TEE		
8.	RESOLUTIO	ON # 08-2	5-26 PARK AUDITORS	5	
	RESOLVED	, that Bod	ine Perry serve our Pa	ark as Auditors for 2	024/2025.
	MOTIONE	BY:	SECONDED BY:	VOTE:	
		and the state of t			
9.	RESOLUTIO	N # 09-2	5-26 REGISTERED AGI	ENT	
	RESOLVED, year 2025-2	that 2026	, Zephyrhill	s, FL 33541 be listed	d as the Resident Agent for ACPZ for the
	MOTIONED	BY:	SECONDED BY:	VOTE:	
10.	RESOLUTIO	N # 10-25	-26 CODE OF ETHICS		
	RESOLVED, Members. (	that, the I see attach	Board of Directors wil ned)	l accept and abide k	by the ACPZ Code of Ethics for Board
	MOTIONED	BY:	SECONDED BY:	VOTE:	
		To the state of th			
11.	RESOLUTIO	# 11-25-	-26 STANDARD OPER	ATIING PROCEDURE	ES .
	RESOLVED, t effect for the	hat all the	e current Standard Op year 2025-2026.	erating Procedures	UNDER Roberts Rules will remain in
	MOTIONED	BY:	SECONDED BY:	VOTE:	
12.	RESOLUTION	l # 12-25-	26 SALARY SCHEDULE	FOR 2025-2026	
	RESOLVED, t 2025-2026. (	hat, the a	ttached salary schedu ned)	le for the ACPZ emp	ployees be approved for the Fiscal Year
	MOTIONED	3Y:	SECONDED BY:	VOTE:	

C.

Meeting adjourned at _	AN
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MOTIONED BY:

SECONDED BY:

VOTE:

FOR THE BOARD OF DIRECTORS

DATED: March 10, 2025