



700 OCEAN PLACE
PONTE VEDRA BEACH, FL 32082
(904) 285-4200 OFFICE

NOTICE OF BOARD OF DIRECTORS MEETING

Notice is hereby given, in accordance with the bylaws of the Summer House in Old Ponte Vedra Condominium Association and Florida Statutes that a Board of Directors Meeting will be held as follows:

Date: October 26, 2026
Time: 6:00pm
Place: Zoom or in person at the Beach Side Clubhouse

Register in advance for this meeting

<https://us06web.zoom.us/meeting/register/CWarIkwTRd2FYpKRWMbGhg>

After registering, you will receive a confirmation email containing information about joining the meeting exclusive to you. Please make sure to save the email.

- Agenda:**
1. **Call Meeting to Order**
 2. **Establish a Quorum of Board members present**
 3. **Approve September 29, 2026 Board of Directors Meeting Minutes**
 4. **Benton Integrity Roofing Presentation and Discussion-Review the GAF warranty claim for the Beach Side buildings and discuss available reroofing options.**
 5. **New Business**
 6. **Membership Questions**
 7. **Adjournment**

Sincerely,
Shannon Kolacz, LCAM
As Property Manager of
Summer House in Old Ponte Vedra Condominium Association, Inc

**SUMMER HOUSE IN OLD PONTE VEDRA
CONDOMINIUM ASSOCIATION, INC.
700 OCEAN PLACE
PONTE VEDRA BEACH, FL 32082**

**BOARD MEETING MINUTES
September 29, 2026**

1. Meeting called to order at 6:02pm by James Galloway

PRESENT AT THE ZOOM MEETING: Quorum of the Board of Director's was established.

Present in Person

James Galloway
Garrett Warren- via ZOOM
Kathy Huppert
Shannon Kolacz –Property Manager – FSR

2. Establish a Quorum

James Galloway verifies a quorum of the Board is present

3. Approval of Minutes from the June 18, 2026 Board of Director Meeting Minutes

Kathy Huppert motions to approve the June 18, 2026 Board of Director Meeting Minutes. Garrett Warren seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

4. Acknowledge Resignation of Kathy Huppert from the Board of Directors

5. Appointment of Wilson Mc Mullen to fill the Board Vacancy

We heard from Ms. Christine McMullen, Wilson's wife, as Wilson was unable to attend the meeting due to a prior commitment. Mr. McMullen plans to attend a meet-and-greet within the next two weeks to introduce himself and meet with the membership.

Garrett Warren makes a motion to appoint Wilson Mc Mullen to the board vacancy. James Galloway seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

6. Announce Budget Workshop and Election Dates

We plan to have a Budget Workshop on Thursday, October 15, 2026 at 4:00pm in the beach side pub room.

The 2026 Election date will be December 15th 2026. First Notice will be sent out on Friday, October 16, 2026.

7. Ratify Vote for ARC Applications submitted June 2026-Aug 2026

James Galloway motions to ratify the votes to approve the below listed ARC applications from June 2026- Aug 2026. Garrett Warren seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

Approved ARC Applications

#914- Exterior plantings and flower bed upgrades

#890- Window Replacement

#802- Kitchen Renovation

#310- Front door replacement

#912- Window Replacement

8. Ratify Vote Approving Violation Fines June 2026- Aug 2026

James Galloway motions to ratify approval of the violations listed below, issued June 2026-August 2026. Garrett Warren seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

Violations

#1002-Trash outside door

#1811- Noise Violation

#401- Trash outside door

#902- Trash outside door

#401- Trash outside door

#1811- Noise Violation

#405- Dog off leash

#2009- Unregistered tenant

13. New Business

James Galloway would like to move forward with the addition of two new cameras at the Golf Side entrance. This item was discussed at the previous meeting, and an estimate has been received from Coastal Network, the vendor responsible for installing the existing Golf Side cameras.

James Galloway makes a motion to approve the installation of two new cameras at the golf side entrance. Garrett Warren seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

14. Membership Questions

Brandon Norman inquired about the property insurance savings and whether the savings would be refunded to the owners. It was explained that the funds will remain in the Association's operating account to be used at the Board's discretion. The Board also discussed GAF's ongoing review of a shingle warranty concern. If approved, the funds received from GAF may be applied toward a potential Beach Side roofing project.

Brandon Norman asks if a refund will be sent to the membership because of the Insurance savings.

Cori Elliott wants more committees and feels the reputation of the community needs to be approved.

Sue Peterson requests that we ask Benton Integrity about rain diverters for the beach side roofs when they are replaced.

Jenell Pluskota is requesting that a policy be put in place to require Owners to do criminal background checks on potential renters.

The Declaration specifically outlines the Board of Directors' authority to lease approvals only.

15. Adjournment

James Galloway adjourns the meeting at 7:19pm



BENTON
INTEGRITY
ROOFING SYSTEMS



10/13/2026

Summer House Bldgs 17-36
Ponte Vedra Beach, FL 32082

Project Manager: Aaron Albritton
904-742-5422

Roofing Proposal and Preliminary Budget Estimate

Thank you for the opportunity to serve your roofing needs. We appreciate your consideration and would be happy to meet with you to answer any questions, discuss the proposed scope of work, or provide additional information.

Summer House Responsibility:

Supply and install 26 gauge painted eave metal at all eaves and rake edges;
Supply and install new **GAF** Pivot Pipe Boots;
Supply and install new galvanized chimney flashing and caulk;
Reuse existing wall flashing and caulk;

GAF Timberline HDZ Architectural Shingle Roof System:

Total (excluding unforeseen repairs): \$ 97,600.00

Optional Upgrades and Additional Recommendations:

- **New Caulk: Option 1 (Good):** Remove and install New caulk to existing wall flashing:
Add: \$ 26,770.00
- **Wall Flashing: Option 2 (Better):** Remove and install New wall flashing (Galvanized):
Add: \$ 54,575.00
- **Wall and Chimney Flashing: Option 3 (Best):** Remove and install New wall and chimney flashing (ALUMINUM):
Add: \$ 78,150.00
- **Warranty Renewal: GAF Golden Pledge Warranty (current warranty) - GAF backed 25 Year Workmanship and Leak Warranty:** **Add: \$ 37,575.00**
- **Unforeseen repairs (wood, etc) will be the responsibility of Summer House Condominiums.**

Note: This is a preliminary budget estimate based on current market pricing.