



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: September 29, 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/S9qnr9WSQQWF6JD\\_ibXdzQ](https://us06web.zoom.us/meeting/register/S9qnr9WSQQWF6JD_ibXdzQ)**

*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 June 18, 2026 Board of Directors Meeting Minutes
  4. Acknowledge Resignation of Kathy Huppert from the Board of Directors
  5. Appointment of Wilson McMullen to Fill the Board Vacancy Created by Kathy Huppert's Resignation
  6. Announce Budget Workshop and Election Dates
  7. Ratify vote for ARC applications submitted Jun 2026– Aug 2026  
List of ARC applications included in meeting packet
  8. Ratify vote approving violation fines issued Jun 2026- Aug 2026  
List of Violations included in meeting packet
  9. New Business
  10. Membership Questions
  11. 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  
June 18, 2026**

**1. Meeting called to order at 6:00pm by James Galloway**

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

**Present in Person**

James Galloway  
Garrett Warren  
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 February 26, 2026 Annual Election Meeting Minutes**

Garrett Warren motions to approve the February 26, 2026 Annual Election Meeting Minutes. Kathy Huppert seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

**4. Approval of Minutes from the February 26, 2026 Board of Directors Meeting**

Garrett Warren motions to approve the February 26, 2026 Board of Directors Meeting Minutes. Kathy Huppert seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

**5. Approval of Minutes from the February 26, 2026 Organizational Meeting**

Garrett Warren motions to approve the February 26, 2026 Organizational Meeting Minutes. Kathy Huppert seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

**6. Approve the 2025 Audit**

Garrett Warren motions to approve the 2025 Audit. Kathy Huppert seconds the motion. Motion passes unanimously by vote of the Board members present at the meeting.

**7. Approve the 2026-2027 Property Insurance Renewal**

Garrett Warren motions to approve the 2026- 2027 Property Insurance Renewal. Kathy Huppert seconds the motion. Motion passes unanimously by vote of the Board members present at the meeting.

**8. Approve GAF Roof Inspection Warranty Project**

Garrett Warren motions to approve the GSF Roof Inspection Warranty Project. Kathy Huppert seconds the motion. Motion passes unanimously by vote of the Board members present at the meeting.

## **9. Review Architect's Determination of Building Completion Sequence- Golf Side Hardie Board Project**

James Galloway makes a motion to modify "review" to "approve." Garrett Warren seconds the motion. Motion passes unanimously by vote of the Board members present at the meeting.

Garrett Warren motions to approve the completion sequence recommended by architect Julianne Overby. Kathy Huppert seconds the motion. Motion passes unanimously by vote of the Board members present at the meeting.

## **10. Exterior Wash of the Golf Side Buildings**

Garrett Warren motions to approve the Exterior Wash of the Golf Side Buildings with Green Earth Pressure Washing. Kathy Huppert seconds the motion. Motion passes unanimously by vote of the Board members present at the meeting.

## **11. Ratify Vote for ARC Applications submitted Feb 2026-May 2026**

Garrett Warren motions to ratify the votes to approve the below listed ARC applications from Feb 2026- May 2026. Kathy Huppert 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**

- #783 Create an archway between living room and dining room
- #783 Remove stairwell wall and install wood railing for open concept
- #870 Window Replacement
- #833 Replace bathtub with walk in shower stall
- #509 Replace front door
- #871 Install LVP over existing tile, bedrooms will remain carpet
- #881 Install LVP over existing tile, bedrooms will remain carpet
- #806 Replace Window
- #805 Replace Sliding Glass Door

## **12. Ratify Vote Approving Violation Fines Feb 2026- May 2026**

Garrett Warren motions to ratify approval of the violations listed below, issued Feb 2026- May 2026. Kathy Huppert seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

### **Violations**

- #1905 Noise Complaint
- #822 Southern blinds left at door
- #948 Chair left at compactor
- #1906 Stools and Pillow left at compactor
- #759 Surfboard left at compactor
- #1711 Carpet hanging over railing
- #1906 Remove address numbers added to door trim
- #1807 Trash left outside door
- #406 Towels hanging over railing
- #401 Noise Complaint
- #836 Dog Barking
- #1306 Trash outside door
- #1704 Trash outside door

#1006 Trash outside door

**At this point, Kathy Huppert left the meeting at 6:52pm as she was not feeling well**

### **13. New Business**

Beth Spiegle asked if there was any consideration in expanding the Board back to five members. James responded that he believes it would be in the best interest of the community and that simultaneously we may update the Declaration since it is 20 years old.

David Green of unit #211 on golf side would like to consider a natural barrier along A1A to help with the view and the noise. He thought a sweet viburnum hedge would look nice, can be easily maintained and grows relatively quickly.

Kate Norton of unit #802 requested a heater for the beach side pool.

Sue Peterson of unit #906 beach side requested that the beach side units get an exterior wash. She also requested that we consider adding rain diverters if the roofs get replaced through the GAF warranty inspection

Cori Elliott of unit #707 on golf side recommended a policy be created for Ring cameras and that the Finance Committee be expanded

Jenelle Pluskota of unit #402 on golf side requested that cameras be placed at the front entrance of golf side and for the Board to consider having the gates closed

### **14. Membership Questions**

### **15. Adjournment**

James Galloway adjourns the meeting at 7:42pm

Board of Directors  
Summer House Condominium Association

Dear Members of the Board,

Please accept this letter as my formal resignation from my position with Summer House Condominium Association, effective September 29, 2026.

My time on the Summer House Board has been a rewarding and valuable experience. I have appreciated the opportunity to serve the community, work with the Board, Management and Residents, and be involved in the many projects and accomplishments that have helped make Summer House a special place.

I am sincerely grateful for the relationships I have developed and for the support and trust I have received during my time serving on the Board of Directors. It has been a pleasure to be a part of the Summer House community, and I wish everyone continued success in the years ahead.

Sincerely,

Kathy Huppert

## **June 2026- August 2026 ARC Applications**

### **June 2026 ARC Applications**

#914- Exterior plantings and flower bed upgrades

#890- Window Replacement

#802- Kitchen Renovation

### **July 2026 ARC Applications**

No ARC Applications

### **August 2026 ARC Applications**

#310- Front door replacement

#912- Window Replacement

## **Jun 2026 thru Aug 2026 Violations**

### **June 2026 Violations**

- #1002 Trash outside door
- #1811 Noise Violation
- #401 Trash outside door

### **July 2026 Violations**

- #902 Trash outside door
- #401 Trash outside door
- #1811 Noise Violation

### **August 2026 Violations**

- #405 Dog off leash
- #2009 Unregistered tenant