

# MANCHESTER BUILDING

Town Shores of Gulfport No. 214, Inc.  
A Non-Profit Condominium Association

3210 59<sup>th</sup> Street South  
Gulfport, FL 33707

## MEETING MINUTES Board of Directors – Regular Meeting Wednesday September 27, 2023

1. **Call to Order/Time/Proof of Notice:** President/Treasurer Paul Endres called the meeting to order at 4:00 PM. The meeting agenda was posted in the 1<sup>st</sup> floor lobby at 12:00 PM on Sunday September 24th, 2023, and sent to Owners in via email.
2. **Roll Call/Proof of Quorum:** Secretary Eileen Crowley called the roll. President/Treasurer Paul Endres, , Secretary Eileen Crowley Directors Jake Glassey and Brian Tascarella were present. Vice-President Callie Gilertti, Directors Ken Mainarich and Ken Salak provided advanced notice that they would be absent. Quorum was met.
3. **Reading of Prior Minutes:** April 26th 2023 – Motion made to waive the meeting of the minutes and accept as written by Paul Endres and 2<sup>nd</sup> by Brian Tascarella. Motion passed unanimously.
4. **Unit Owner Comments/Guest Presentations** –.None
5. **Officer & Master Delegate Reports:** Oral reports were given by the President/Treasurer, and Secretary.

### Treasurer's Report:

Total operating cash	\$161,477.16
Total other assets	\$17,020.78
Total reserve Cash balance	\$543,057.33
Total assets	\$721,555.27

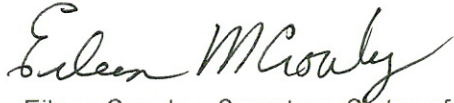
All bills are current.

T-Bill Operating 11-9-23	\$103,000.00
T-Bill Reserves 11-9-23	\$413,000.00

6. **Building Manager Report** – The Building Manager gave an oral report.
7. **Committee Reports** – The Sunshine committee provided a report.
8. **Unfinished Business**
  - a. Milestone Inspections and Reserve Study – Building Manager Brian Tascarella- The Milestone Inspection was completed. The Manchester Building passed. The Reserve Study is in-process.
9. **New Business** –
  - a. **Motion:** Allow Treasurer (Paul Endres) to invest up to \$100,000 in \$50,000 increments of reserve funds in Treasury Bonds with Merrill Lynch. Motion Made by Paul Endress and 2<sup>nd</sup> by Jake Glassey Motion passed unanimously.
  - b. **Motion:** To recommend to the 2024 Board of Directors to approve and adopt the 2024 Budget. Motion was tabled. Forms to create the budget not received until late on 026/23.
  - c. **Motion:** To install resident donated television and mount in the 1<sup>st</sup> floor lobby to display happenings at the Manchester Building. Motion Made by Paul Endres and 2<sup>nd</sup> by Jake Glassey. Motion passed unanimously.

10. **Adjournment:** President Paul Endres adjourned the meeting at 4:20 PM. The next meeting is an Board Organizational Meeting scheduled for Tuesday, November 7<sup>th</sup>, 2023 immediately following the Annual Owners' Meeting. The next regular Board of Directors Meeting is tentatively scheduled for Wednesday, January 24<sup>th</sup>, 2024 at 4PM in the clubhouse lounge.

Respectively submitted,

A handwritten signature in cursive script that reads "Eileen Crowley".

Eileen Crowley, Secretary, Status of Minutes – Approved