

Palmetto Pines HOA  
Annual Meeting and Election of the Board  
Date: November 20, 2025  
Time: 7:00 PM  
Location: Loggers Run Middle School

Annual Meeting Minutes

**I. Call to Order**

The Annual Meeting was called to order at 7:12 PM by Mark Coward, Board President.

**II. Certification of Quorum**

A quorum was not met.

Members present in person: 27

Proxies submitted prior to the meeting: 5

Total represented: 32

The governing documents require 30% of the total membership to establish a quorum for the Annual Meeting. Therefore, no quorum was achieved.

**III. Adjournment**

Frank Kistner, Board Member, made a motion to adjourn the Annual Meeting.

The motion was seconded and approved unanimously by Mark Coward and Al Hoffer.

The Annual Meeting was adjourned.

Palmetto Pines HOA  
Board of Directors Meeting Minutes

Date: November 20, 2025

Time: Immediately following the Annual Meeting (7:00 PM)

Location: In person, Loggers Run Middle School

**I. Call to Order**

The Board of Directors Meeting was called to order by Mark Coward, Board President.

**II. Certification of Quorum**

Board members present:

Mark Coward

Frank Kistner

Al Hoffer

A quorum was confirmed.

**III. Approval of Minutes**

Approval of prior meeting minutes was tabled until the next open Board Meeting.

**IV. Organization of the Board**

Frank Kistner made a motion to keep the Board officers the same for the current term.

The motion was approved unanimously by Al Hoffer and Mark Coward.

**V. Adjournment**

A motion to adjourn was made by Al Hoffer.

The meeting was adjourned at 7:44 PM.

**Open Discussion**

An open discussion involving Board members and community members in attendance followed and continued until 8:33 PM.

# PALMETTO PINES HOMEOWNERS ASSOCIATION, INC.

## NOTICE OF ANNUAL MEETING AND ELECTION

NOTICE IS HEREBY GIVEN, in accordance with the By-Laws of Palmetto Pines Homeowners Association, Inc., that the annual meeting of the members will be held at the following date, time and place:

**DATE:** November 20, 2025  
**TIME:** 7:00 p.m.  
**PLACE:** Loggers' Run Middle School  
11584 W. Palmetto Park Rd.  
Boca Raton, FL 33428

### **AGENDA:**

1. Call to order.
2. Certification of quorum.
3. Approval of minutes of previous meeting.
4. Nominations for memberships to Board of Directors.
5. Vote for members of Board of Directors.
6. Officers' reports, if any.
7. Manager's report, if any.
8. Attorney's report, if any.
9. Committee reports.
10. Old business.
11. New business.
12. Adjournment.

*\*Such order may be waived in whole or in part by direction of the chairman.*

IF YOU ARE UNABLE TO ATTEND, please complete the enclosed proxy and return it to Palmetto Pines Homeowners Association, Inc. at 1099 NW 111<sup>th</sup> Way Coral Springs Florida 33071.

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors will be held immediately following the membership meeting, at which time the new Board of Directors will elect the Officers of the Association.

The following Board Meeting Agenda shall be considered:

1. Call to order.
2. Certification of quorum.
3. Approval of minutes of previous meeting.
4. Organization of Board.
6. Adjournment.

*\*Such order may be waived in whole or in part by direction of the chairman.*

PALMETTO PINES  
HOMEOWNERS ASSOCIATION, INC.

Dated & Mailed: 11/4/25, 2025

By:   
James Martin, LCAM



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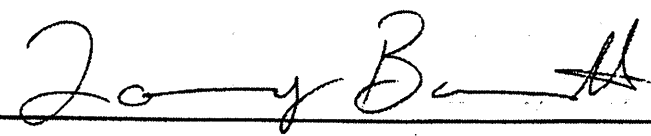
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## AFFIDAVIT OF PROOF OF MAILING

BEFORE ME, the undersigned witness, personally appeared Matt Rogers, of  
APPLE PRINTING AND ADVERTISING SPECIALTIES, mailperson who  
deposes and says that on the 4th day of November, 2025  
Notice of Annual Meeting & Election - Thursday, November 20, 2025

Were mailed to all unit owners at their address of record contained in the books and  
Records of the Palmetto Pines Homeowners Association, Inc.

FURTHER, AFFIANT SAYETH NOT  


APPLE PRINTING AND ADVERTISING SPECIALTIES MAILPERSON  


WITNESS

The foregoing Affidavit was acknowledged in Broward County in the State of Florida by  
me this 4th Day of November, 2025 by Matt Rogers, on behalf of the  
above corporation. He is personally known by me as the Mailperson for Apple Printing  
and Advertising Specialties

  
NOTARY PUBLIC – STATE OF FLORIDA

