

**PARKWOOD SQUARE APTS B**

**Unapproved Budget Adoption and Annual Meeting Minutes**

**December 9, 2025**

**DATE/TIME December 9, 2025, 5:00 PM**

**Location: Parkwood Square Apts. B Courtyard**  
**5880 38<sup>th</sup> Ave. N, St. Petersburg, Fl 33710**

**ANNUAL BUDGET ADOPTION MEETING**

Meeting called to order at 5:02 p.m. by Gloria Reed, Property Manager.

Proof Of Notice established by Gloria Reed with proof of certified mailing of budget and notice.

Quorum of the Board: Barry Donaldson, President, Karen Brown, Vice-President, Treasurer and Margaret Able, Secretary.

Quorum of the Membership: Total 18 Proxies received and in Person

Discussion between the Board and members regarding the votes requested. Pooling, Waiving and projects completed by this Board

Vote to Waive Financial Reporting: Passed:

Vote to Roll Over Excess Funds: Passed

The Budget is fully funded.

Motion made by Barry Donaldson to adopt the 2026 annual budget that was sent to all of the homeowners. Motion seconded by Karen Brown. Motion Passed with all board members voting yes.

The meeting was Adjourned at 5:12pm.

**Annual Meeting called to Order at 513 pm**

**Chairperson appointed to the Meeting:** Gloria Reed, Property Manager

**Proof of Notice of the Meeting:** 1<sup>st</sup> Notice was mailed on October 10, 2025  
2<sup>nd</sup> Notice was mailed on November 10, 2025

**Quorum Requirement:** 18

**Total Present /Proxies:** 18

Motion made by Barry Donaldson, seconded by Karen Brown to waive the minutes from the last annual meeting.

**Election of Directors:** This year the number of candidates running for the Board does not exceed the number of vacancies that exist on the Board. In accordance with State Statues, the candidates running for office, by Proclamation, will become the Association's new Board of Directors.

**New Board of Directors:** Margaret Able, Karen Brown and Barry Donaldson.

**Open Forum:** Units need to be numbered in the front and back, gutter repairs, brighter lights in the walkways and a new flag.

The new Board members were seated.

Adjournment: There being no further business, the meeting ended at 5:24 pm.

**Organizational Meeting called to order at 5:32 pm.**

**Owners were informed that they could stay at this meeting if they choose.**

**After the New Board was seated, the board members discussed the positions and agreed to the following:**

**President: Barry Donaldson**

**Vice President: Karen Brown**

**Treasurer: Karen Brown**

**Secretary: Margaret Able**

**Meeting adjourned at 5:35 pm**

**Minutes Prepared by Gloria Reed, Property Manager**