MIAMI BEACH ASSOCIATION
Board of Governors Meeting
October 22, 2026
Zoom
7:00 PM

CALL TO ORDER

Meeting called to order at **7:03 PM** by President Mark Mongillo.

ROLL CALL OF OFFICERS AND DIRECTORS

Position	Name	Present
President	Mark Mongillo	☑
Vice President	Vinnie Salierno	☑
Secretary	Carrie Di Clementi	☑
Treasurer	Terri DeVito	☑
Director	Scott Boulanger	☑
Director	Joe LaPenta	☑
Director	Dan Mellitt	☑
Director	James Tarbell	☑
Director	Joe Vivenzio	☑
Director	Anthony Zaino	☑

Quorum: A quorum **was** present.

MEMBER COMMENTS

There were no member comments.

SECRETARY'S REPORT

The September 17, 2026 Board meeting minutes were reviewed. Carrie noted that the ordinance update previously approved by the Board had been added to the minutes so the vote would be reflected in the official record.

Motion to Approve: Dan Mellitt

Second: Joe LaPenta

Discussion:

- None

Vote: 6 - yes; 0 - no

Result: Passed

TREASURER'S REPORT

The Board reviewed the Balance Sheet and Profit and Loss Report. The Association is currently doing well with the budget. Security is currently under budget; however, expenses for May and June 2027 will still need to be considered.

Motion to Approve: James Tarbell

Second: Vincent Salierno

Discussion:

- Scott suggested that the Board look at using additional income generated from the Association-owned property to build reserves and/or pay down principal on Association debt. Anthony agreed. The Board will discuss this further at a future meeting.

Vote: 6 - yes; 0 - no

Result: Passed

CORRESPONDENCE

Please refer to the document ‘Correspondence Received Since Last Board Meeting of 09.17.26’ on the MBA website.

COMMITTEE REPORTS

1. James Tarbell – By-Laws / Charter

- James reported that he has spent time reviewing the existing Charter and By-Laws. He is also working to obtain copies of work completed by previous Boards and committees before making any recommendations.
- James plans to establish a committee to help review the Charter and By-Laws. Areas identified for review include:
    - Inconsistencies between the Charter and By-Laws.
    - Ordinance adoption.
    - Board composition and removal of Board members.
    - Filling Board vacancies.
    - Meeting notification and lead times.
    - Authority related to buying and selling property.
    - Gate-related language.
    - Outdated dollar amounts.
    - Duplication of rules included in the 2020 update.
    - Inconsistent dates and calendars within existing rules.
- James asked anyone who has copies of previous redline documents or prior committee work to provide them to him or Carrie.
- No recommendations or votes were made at this time.

2. Joe LaPenta – Roads / Drains

- Nothing new to report at this time.

3. Terri DeVito – Security

- Nothing new to report at this time.

4. Joe Vivenzio – Gate Policy

- Joe discussed both short-term and long-term goals for the Association's gate policy.

- For the short term, the recommendation is to continue with the current gate locations and seasonal operation while construction is underway. The current practice of operating the gates for approximately 12 weeks between Memorial Day and Labor Day has been working. The current gate locations and operating procedures should be put into writing and formalized.
- For the long term, the Board will continue looking at options such as electric gates, Wi-Fi/access systems, and other infrastructure. Current estimates for a larger gate solution are approximately **$500,000**.
- The Board also discussed the importance of considering any underground wiring or infrastructure before the roads are completed and paved.
- Mark also suggested that the Board consider whether the current entrance to the Association should remain in the same location. This will be discussed further as part of the long-term gate plan.

5. Vinnie Salierno – Owner / Rental Policy

- The policy continues to be a work in progress. Additional research is being completed before recommendations are brought to the Board.

6. Mark Mongillo – Management Company Update

- There has been no additional Board discussion regarding the management company since the September meeting.
- The proposed management company was asked to provide additional information. That information has not yet been received.
- Once the information is received, the Board will review the advantages, disadvantages, services, and potential costs before bringing the concept to the membership for input.
- The management company has indicated that it believes there may be opportunities to reduce costs related to property maintenance and security; however, no specific numbers have been provided at this time.

OLD BUSINESS

Action Items from Last Meeting

Year One Portion of the Five-Year Plan

- The Board reviewed the developing Year One portion of the Five-Year Plan. The overall objectives of the Five-Year Plan have not changed. The focus is now on identifying specific actions, timelines, and individuals responsible for completing each item.
- The Board discussed the following Year One priorities:

Administration

- Continue reviewing and updating the Charter, By-Laws, and Association ordinances.
- Review what the Association can legally enforce and make sure ordinances are consistent with applicable requirements.
- Review all vendor contracts, including beach cleaning, security, property maintenance, and snow plowing.
- Continue developing new owner and rental guidelines, with the goal of having an initial policy in place before June.
- Develop a plan for the future of the Association-owned office building.
    - Review the previous committee's work and presentation.
    - Reach out to members of the prior committee.
    - Establish a new Office Building Review Committee.
    - Research the advantages and disadvantages of keeping or selling the property.
    - Look at potential buyers, renters, market value, and future use of the building.
- Continue evaluating the management company concept and how professional management may fit into the Association's future needs.

Operations and Association Improvements

- The Board discussed completing an external-only review of property conditions throughout the Association. The purpose would be to identify maintenance concerns and not to dictate aesthetic choices such as paint colors or other personal property decisions.
- Any committee created for this purpose would need a clear mission statement and guidelines regarding its responsibilities.
- The Board also discussed establishing a **Swan Brook Action Committee**. The committee would assist with:
    - Researching companies that perform Brook maintenance and restoration.
    - Contacting DEEP and Inland Wetlands.
    - Researching permits.
    - Looking for available grants.
    - Assisting with grant applications.
    - Gathering information and bringing recommendations back to the Board.
- Other Year One improvements discussed included:
    - Moving forward with a gazebo or beach pad area and benches for members.
    - Reviewing options to improve and secure the beach sidewalk entrance.
    - Continuing work on the gate policy and future gate infrastructure.
    - Replacing or improving the outdated white pillars at Association entrances.
    - Taking advantage of sewer construction to make improvements before roads and entrances are completed.
- The Year One items will be placed into a spreadsheet with proposed dates and individuals responsible for moving each item forward. Members will also have an opportunity to review the plan and provide input.

Financial Controls

- Dan, James, and Terri have been working on recommendations to strengthen the Association's financial controls.
- Many controls are already being completed as part of the Terri's current responsibilities. The goal is to document appropriate financial oversight, responsibilities, segregation of duties, reserves, and other controls while keeping the process appropriate for the size of the Association.
- A draft is expected to be available for review at the next Board meeting.

Swan Brook

- James reported that he received information from both Scott and Gary regarding previous Swan Brook work.
- Several different options have previously been considered, ranging from studies and maintenance to more significant projects. The Board agreed that it is now important to develop an action plan for the next season.
- The Board also discussed the responsibility of property owners whose property abuts the Brook. While members have previously been told they are responsible for keeping the Brook clear, there are currently no clear guidelines explaining what property owners may or may not do. Additional guidance is needed.
- The Swan Brook engineering proposal has been posted on the MBA website.
- The proposed FOIA request regarding Swan Brook and Town drainage decisions has also been completed. The request will seek approximately 10 years of records rather than six years.
- The Board is holding off on submitting the FOIA request at this time due to other ongoing discussions with the Town related to the sewer project. Timing of the request will be reconsidered.

Gate Policy

- The Board will continue working on the Gate Policy with the goal of having the current gate locations and operating procedures formalized within approximately the next month.
- Additional information will continue to be gathered regarding possible long-term gate options.

Dime Bank Loan

- The previously approved Dime Bank loan is moving forward. Closing is currently expected to take place on October 28, 2026.
- Required documents have been signed and will be returned to the bank.

NEW BUSINESS

MBA Property / Tree and Brook Maintenance

- Tom is obtaining estimates to trim the tree located on MBA property near the shed, including limbs that overhang the Brook and neighboring property.
- The area behind the MBA shed was recently cleaned up with assistance from Baltazar, Tom, Richard, and Mark. Debris was removed and brought to the transfer station.
- The Board acknowledged that MBA also owns property that abuts Swan Brook and therefore needs to address Brook maintenance on Association-owned property as part of the larger Brook discussion.

Entrance Pillars

- Estimates are being gathered for the possible removal and replacement of the existing white pillars and surrounding bushes at Association entrances.
- The Board discussed using the sewer construction period as an opportunity to improve the appearance of Association entrances before final road work is completed.

Dime Bank Account

- The Board was advised that a separate Dime Bank account must be opened to receive the proceeds from the previously approved loan for storm drainage and Swan Brook-related expenses.

Motion: Open a Dime Bank account to receive the funds from the approved loan.

Motion to Approve: Dan Mellitt
Second: James Tarbell

- The Board discussed how the loan funds would be maintained and tracked. The funds will remain separate from existing Association operating accounts so they are not commingled and can be easily tracked for audit purposes.
- The Board may consider higher-yield options for the funds within Dime Bank while maintaining the required separation of the loan proceeds.

Vote: 6 Yes; 0 No

Result: Passed

ACTION ITEMS FOR NEXT MEETING

- **Mark:** Put the Year One items into a spreadsheet and begin identifying proposed dates and key responsibilities. This will include planning for the By-Laws/Charter, Swan Brook, ordinance, and other committees.
- **Board:** Review the Year One spreadsheet and add proposed timelines for assigned areas.
- **James:** Continue work on the Charter and By-Laws and begin organizing the committee.
- **Joe Vivenzio:** Continue development of the Gate Policy.
- **Vinnie:** Continue development of the Owner / Rental Policy.
- **Dan, James, and Terri:** Prepare a draft of proposed financial controls and responsibilities for review at the next meeting.

Mark also indicated that a Board brainstorming/working session may be scheduled during the December and January recess to continue working through the Five-Year Plan and related action items.

GOOD AND WELFARE

- None

NEXT MEETING

Next Board Meeting: November 19, 2026, 7:00 PM – 9:00 PM, via Zoom

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ADJOURNMENT

- **Motion to Adjourn:** Anthony Zaino
- **Second:** Dan Mellitt
- **Vote:** Passed
- **Meeting Adjourned:** 8:03 PM