

MSPOA 2026 Extraordinary Board Meeting MINUTES

DATE:	February 25th, 2026 – 10am CST		
LOCATION:	59 Toucan Trail, Mayan Seaside, Consejo, Corozal District		
INVITEES:	Dwayne Newman, Chairperson	X	
	Ashlee Redden, Treasurer	X	
	Susan Glaze, Secretary	X	

I. Opening of meeting by Chairperson:

- The meeting was opened by Chairperson Dwayne Newman and called to order at 10:04am CST.
- Secretary Susan Glaze verified that a quorum was present (majority of BOD required).
- Chairperson Dwayne Newman read the mission statement – *“To create a culture of kindness and respect within our community and with nature that builds a safe and sustainable environment.”* He also welcomed the other 2026 MSPOA Board of Directors: Ashlee Redden and Susan Glaze,

II. Code of Conduct

- Code of Conduct Agreements are on file for returning members. Board members were encouraged to review their code of conduct.

III. Officer Positions/Team Leader Positions

- Discussion for Board Officer positions and terms resulted in the following:

Dwayne Newman	Chairperson	Term of <u> 1 </u> year(s)
Ashlee Redden	Treasurer	Term of <u> 2 </u> year(s)
Susan Glaze	Secretary	Term of <u> 1 </u> year(s)
- Discussion for team leader positions resulted in the following:

Grounds/Facilities:	Susan Glaze
Infrastructure:	Tim Hicks
MSAC:	Roger Glaze
Welcome:	Alicia Horton, Shona Scappaticci, Elle Maltais

IV. Government Filing Requirements

- All Directors were reminded of the requirements to submit the following documents to the Secretary:
 - Two (2) notarized copies of valid passport.
 - Two (2) notarized copies of current BEL bill showing proof of address. (NOTE: If BEL bill is not in Directors name, an affidavit must be signed by the person whose name appears on the statement. See Secretary for details.)
- All current Directors have met filing requirements.

MSPOA 2026 Extraordinary Board Meeting MINUTES

V. 2026 Budget

- Draft of 2026 Budget was emailed to incoming board members for review and approval. Motion made by Susan Glaze, seconded by Ashlee Redden to: *"Approve the 2026 Proposed Budget as distributed."* Motion carried: DN, SG, AR
- Adopted 2025 Budget, approved 2026 Budget, and 5-Year Budget Plan are attached.

VI. Outstanding Business

1. Member Survey: Dwayne to finalize the draft of the member survey and send to Board for approval by end of next week.
2. Dock Repairs: John will be replacing damaged deck boards in the next week or so. Su will coordinate the installation of the second stair handrail as a separate task to be completed soon.
3. Waterfront Sponge Grass Status: We did not see the results that we would've liked with the sponge grass plugs that were transplanted last winter by the Neil and Deb Marshall. After consulting with several local gardeners, we were told that the grass will not grow in the red dirt and that white dirt (marl) is preferred.

The Board agreed that a test section of marl is necessary to determine its efficacy and to consult further with the local experts on best practices for marl application and grass growth. Su will take the lead on this task.

VII. New Business:

1. Fees Increase: Ashlee to prepare updated spreadsheets for discussion on fee increases and reserve planning.
2. New Independent Auditor: Our long-time auditor, Mr. Henry – a retired CPA living in the Shores, has resigned. We will be sourcing a new auditor. Su will take the lead on this task.
3. Legal Issues - Outstanding Fees Collection: The Board agrees the need to consult with an attorney regarding legal repercussions for owners who are delinquent in paying their fees. Su will take the lead on this task.
4. Purchase Spare Pump: The Board agrees that a spare pump for the community water system is necessary to have on hand. Su will coordinate this task with Tim.
5. BOD and Committee Task Sheets: The need for additional volunteers for Board and Committee roles was addressed at the AGM. Su will update the task sheets and submit to the community for consideration.
6. New Owner Welcome Package: We need to ensure that all owners who are selling their property provide their buyer/realtor/lawyer all relevant community agreements including covenants, building requirements, etc. Having buyers sign these at the time of offer or during closing preparation helps prevent misunderstandings about building activity, fees, and maintenance obligations after the sale is complete. Su will coordinate with Alicia to ensure we have a proper "Welcome Package" prepared to send to community members.

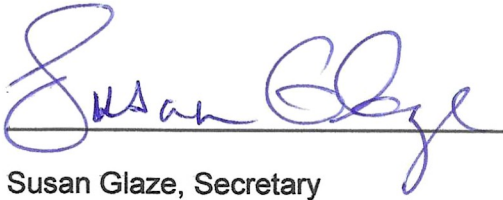
MSPOA 2026 Extraordinary Board Meeting MINUTES

7. Emergency Contact Forms: A couple of years ago, we added an Emergency Contact Page to our Covenants. We found this necessary when we lost contact with one of our owners. And since then, we've had medical emergencies where we've needed to reach out to a family member. Please note that this information will be kept confidential. Su will be sending forms out to all owners.

8. Property Management: The Board agreed that without the support of community volunteers, a property management company may need to be hired. Ashlee will look into management company options.

VII. Adjournment of meeting:

Motion made by Dwayne Newman, seconded by Susan Glaze to "Adjourn the meeting at 11:19am".
Motion carried: DN, SG, AR.



Susan Glaze, Secretary
MSPOA Board of Directors

Adopted 2025 Budget

Expenses

Admin.	Item		Maint.	Item	
	BEL	\$ 1,750		Mowing & Maint. Contract	\$ 25,200
	Govt. Fees	\$ 2,210		Payroll	\$ 16,000
	Bank/Courier Fees	\$ 350		Yard Waste Removal	\$ 2,500
	Property Tax	\$ 975		Pest Control	\$ 1,000
	Pier Permit	\$ 800		Misc. Labor	\$ 6,360
	Office Supplies/Equip.	\$ 400		Materials (gravel etc.)	\$ 3,500
	Website/Email	\$ 475		Supplies & Tools	\$ 2,700
	CAP Lease & PO Box Rental	\$ 130		Water System	\$ 275
	Social Security Board	\$ 1,500		Other -Donations	\$ -
				Transfer to Reserves	\$ 1,175
	Total	\$ 8,590		Total	\$ 58,710

Total Expenses \$67,300

Revenues

Item	
POA Fees	\$ 56,100
Lot Maint. Fees	\$ 9,920
Total	\$ 66,020

Reserves

Item	
Disaster / Legal Fees	\$ 30,000
Water System	\$ 5,000
Roads / Culverts	\$ 20,000
Pier Repair / Replacement	\$ 35,000
Total	\$ 90,000

Proposed 2026 Budget

Expenses

Admin. Item	Budget Amt.	Maintenance and Operations Items	Budget Amt.
Govt. Fees	\$ 2,210	Belize Electric	\$ 1,750
Bank/Courier Fees	\$ 350	Mowing and Maint. Contract	\$ 24,000
Property Tax	\$ 975	Yard waste removal	\$ 2,500
Pier Permit	\$ 800	MSPOA Employee	\$ 16,000
Office Supplies/Equip.	\$ 400	Social Security	\$ 1,700
Website/Email	\$ 640	Scheduled Maintenance	\$ 8,980
CAP Lease & PO Box Rental	\$ 130	Pest Control	\$ 1,000
		Water system Supplies	\$ 300
		Misc. Materials & Labor	\$ 1,000
		Transfer to Reserves	\$ 2,000
		Special Projects Available	\$ 1,125
Total	\$ 5,505	Total	\$ 60,355

Total Expenses \$66,020

Revenues

Item	Amounts
POA Fees	\$ 56,100
Lot Maint. Fees	\$ 9,760
Total	\$ 65,860

Reserves

Item	Amounts
Disaster / Legal Fees	\$ 25,000
Water System*	\$ 11,200
Roads / Culverts	\$ 10,000
Beach Facilities & Pier Replacement	\$ 35,000
Total	\$ 81,200

* Purchase a pump out of Water System reserves to keep on hand in case of another failure.

MSPOA

Final January 2026

5 Year Budget Plan

Revenues	2026	2027	2028	2029	2030
MSPOA Fee	\$ 56,100	\$ 56,100	\$ 56,100	\$ 56,100	\$ 56,100
Lot Maint. Fee	\$ 9,760	\$ 9,760	\$ 9,760	\$ 9,760	\$ 9,760
TOTAL	\$ 65,860	\$ 65,860	\$ 65,860	\$ 65,860	\$ 65,860

Reserves	2026	2027	2028	2029	2030
Starting Reserves	\$ 83,900	\$ 81,200	\$ 85,200	\$ 86,200	\$ 89,200
Disaster / Legal Fees	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Water System	\$ 11,200	\$ 15,200	\$ 16,200	\$ 19,200	\$ 20,000
Roads / Culverts	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Beach Facilities & Pier Repair	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Ending Reserves	\$ 81,200	\$ 85,200	\$ 86,200	\$ 89,200	\$ 90,000

Expenditures

Administration	2026	2027	2028	2029	2030
Govt. Fees	\$ 2,210	\$ 2,210	\$ 2,210	\$ 2,210	\$ 2,210
Bank/Courier Fees	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350
Property Tax	\$ 975	\$ 975	\$ 975	\$ 975	\$ 975
Pier Permit	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800
Office Supplies/Equip.	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400
Website/Email	\$ 640	\$ 640	\$ 640	\$ 640	\$ 640
CAP Lease & PO Box Rental	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130
Admin Expenses TOTAL	\$ 5,505	\$ 5,505	\$ 5,505	\$ 5,505	\$ 5,505

MSPOA

Final January 2026

5 Year Budget Plan**Expenditures (Continued)**

Maintenance	2026	2027	2028	2029	2030
Belize Electric	\$ 1,750	\$ 1,800	\$ 1,850	\$ 1,900	\$ 1,950
Mowing and Maint. Contract	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000
Yard waste removal	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
MSPOA Employee	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
Social Security	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700
Scheduled Maintenance	\$ 8,980	\$ 6,100	\$ 9,680	\$ 7,825	\$ 7,980
Pest Control	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Water system Supplies	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
Misc. Materials & Labor	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 800
Transfers to Reserves	\$ 1,500	\$ 4,000	\$ 1,000	\$ 3,000	\$ 700
Purchases from Reserves	\$ 4,125	\$ -	\$ -	\$ -	\$ -
Maint. Expenses TOTAL	\$ 58,730	\$ 58,400	\$ 59,030	\$ 59,225	\$ 56,930
Special Projects Available	\$ 1,625	\$ 1,955	\$ 1,325	\$ 1,130	\$ 3,425
Total Expenses	\$ 65,860	\$ 65,860	\$ 65,860	\$ 65,860	\$ 65,860