

**Stirrup Key Homeowner Association, Inc.**  
**Board Meeting Minutes**  
Friday, August 1, 2025, at 10:00 AM

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**Call to order:** Troy Lotane called to order the Board of Directors meeting at **10:07 AM** on **Friday, August 1, 2025**, at the **Lotane residence**, located at 125 Pirate Cove, Marathon, FL 33050.

**Determination of Board Quorum:** Quorum for the board was established by 5 members present. Troy Lotane, MaryCay Reynolds, Marv Schindler, and Ben Daughtry and Chuck Smith

Susey Uriarte from Vesta was present.

**Cease and Desist of Lots 96, 97 and 99**

The Board discussed for Association's legal counsel to send cease and desist. Motioned by MaryCay, second by Marv. All in favor

**Procedure and Implementation of Collection and Lien Procedures for Lot 99**

Management to forward Cost Deposit from HOA's collection attorney.

**Discussion and creation of SOP for Member Complaints**

Management to send notice to the community advising who they can contact regarding complaints, violations or questions.

**Yard Waste Collection Procedures**

Management to send notice to the community advising of collection days and when to leave trash and bins out.

**Discussion for Implementation of Phase 2 with Management**

Board is to send management the requested accounting documentation to complete phase 2.

**Issues to be Presented by Members for Discussion and Consideration**

No members presented any issues for discussion

**Meeting adjourned at 10:34 AM**

Minutes prepared and presented by: Susey Uriarte