

FLORIDA BAY CLUB CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, February 26, 2019

I. CALL TO ORDER/ ROLL CALL

A duly noticed meeting of the Board of Directors was called to order by Phillip Truran at 6:00 p.m. at the Florida Bay Club Office. The following persons were in attendance:

Board of Directors:

Phillip Truran via telephone
Robert West via telephone
James Farmer via telephone
Wanda Robbins via telephone
Edward Daniel via telephone

Absent:

Michael Heise
Michael Gandham

Owners:

Paul and Barb Beere
Dave and Toni Richards
Pete and Sue Paine

VRI Americas (VRI) and Resort Management:

Shawn Timpe-Samland, Director of Resort Operations/VRI via telephone
Shelby Valles, Resort General Manager via telephone
Paul Carney, Sr. Vice President of Resort Operations/VRI via telephone

II. NOTICE CERTIFICATION/QUORUM VERIFICATION

A. Posted

Shelby Valles confirmed that the notice of the meeting was posted at the resort in an approved location in accordance with the condominium documents and Florida Statute.

B. Quorum

A quorum was established with five of seven Board members in attendance.

III. APPROVAL OF AGENDA

MOTION: Phillip Truran moved to approve the agenda as presented.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (01/29/19)

MOTION: Phillip Truran moved to approve the January 29, 2019 Regular Meeting Minutes as written.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

V. EXECUTIVE SESSION

MOTION: Phillip Truran moved to adjourn to Executive Session at 6:10 p.m. Motion was seconded by Robert West and approved unanimously.

MOTION: Phillip Truran moved to return to Regular Meeting at 6:40 p.m. Motion was seconded by Robert West and approved unanimously.

MOTION: Phillip Truran moved to approve to have the Association's Attorney, Mr. David Rogel draft and send a letter to Ms. Maria De Los Angeles Infante confirming the Florida Bay Club Owner Property Usage Policy. Motion was seconded by Robert West and approved unanimously.

MOTION: Phillip Truran moved to approve Shelby Valles draft a Guest Policy for employees who live on property and have HR review and approve said policy. Motion was seconded by Robert West and approved unanimously.

MOTION: Phillip Truran moved to approve VRI Management research options to secure space used for Association use. Motion was seconded by Robert West and approved unanimously.

VI. TREASURER'S REPORT

Edward Daniel reviewed the month ending January 2019 Financial Report, copies of which were provided to each attendee. Edward stated that he was happy with the \$1,427 bad debit recovery for it being so early in the year. Ed asked about the new line item Interval Sales. Shawn informed him that VRI Management switched their accounting software and account numbers and the descriptions have changed. Interval Sales is equivalent to Sales of Units. Ed stated that the bottom line is that payroll is under budget and January was a good month.

VII. MANAGEMENT REPORTS

A. Rental – Source of Business Report

Shawn Timpe-Samland reviewed the Rental Report as of December 2018, copies of which were provided to each attendee. Shawn reviewed the January occupancy breakdown showing an 83% occupancy for the month with 55.6% by owners and 27.4% by rentals and exchange.

B. Delinquency Report

Shawn Timpe-Samland reviewed the Delinquency Report as of January 2019, copies of which were provided to each attendee. Shawn reviewed the breakdown outlined in the report and stated that the Association delinquency was at 18.6%. Shawn stated that the percentage is high due to the time of year and that he expects it to decrease monthly as more owner fees are collected.

C. RCI Report

Shawn Timpe-Samland reviewed the RCI Report as of January 2019, copies of which were provided to each attendee. Shawn stated that 7 out of 21 cards sent to RCI Guest were received by RCI. Overall the comments were very positive with only two mentioning the units need improvement.

D. Sales Report

Shawn Timpe-Samland reviewed the Sales Report as of January 2019, copies of which were provided to each attendee. Shawn stated that there were two weeks for a total of \$9,100 sold in January which includes two weeks of 2019 maintenance fees.

VIII. GENERAL MANAGER'S REPORT

Shelby Valles reviewed the following:

- Milo painted the walkway up to the pool area and in front of B6.
- Milo went around the bottom of the buildings and sprayed bleach on any area that had any discoloration from rain. Also, found paint that matched the exterior and painted over the arrows from the balcony repairs.
- Started working on unit A1 deep cleaning this week.
- Tino just returned from vacation on February 20.

IX. UNFINISHED BUSINESS

A. Unit A10 Remodel Proposal Update

Shawn Timpe-Samland presented the updated proposals by DPS Construction. After some discussion the Board decided to have the following added to the proposal and review at the next meeting:

- Exterior doors.
- Knockdown on walls.
- How wallpaper paste can be removed from walls.

B. Pino Windows of the Keys Proposal Update

Shawn Timpe-Samland presented the updated proposals by DPS Construction. After some discussion the Board decided to have the following added to the proposal and review at the next meeting:

- Exterior doors.
- Windows on the side of the building.

X. NEW BUSINESS

A. VRI Contract Committee

Phillip Truran informed the Board that VRI Management has provided a contract renewal proposal with several options. Phillip asked that a committee to be formed to review the contract and options. The following volunteered:

- Edward Daniel – Chairperson
- Phillip Truran
- Robert West

B. Property Usage Policy

Previously discussed during Executive Session.

XI. CONFIRMATION/SCHEDULING OF NEXT MEETING DATES/TIME 2019

The future meeting dates are as follows:

MOTION: Phillip Truran moved to schedule the next Board meeting for Tuesday, March 26, 2019 at 6:00 p.m.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

XII. OPEN DISCUSSION

Mr. Pete Paine suggested that the Association hire a Porter to help guests with luggage and unit transfers. After some discussion the Board decide to have Milo and Tino available to assist Owners on Saturdays.

Mrs. Barb Beere asked that the Association designate one unit to service animals and have the ADA Service Animal Policy enforced. After discussion the Board asked Shawn to research and provide the Board with the actual ADA Policy and Enforcement Procedures.

XIII. ADJOURNMENT

MOTION: Robert West moved to adjourn the meeting at 7:40 p.m.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None.

VOTE: Motion was approved unanimously.

James Farmer, Secretary

STS/abs

fb: 022619min