

**FLORIDA BAY CLUB CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS TELEPHONIC MEETING MINUTES**

Tuesday, March 26, 2019

I. CALL TO ORDER/ ROLL CALL

A duly noticed telephonic meeting of the Board of Directors was called to order by Phillip Truran at 6:01 p.m. The following persons were in attendance:

Board of Directors:

Phillip Truran
Robert West
James Farmer
Wanda Robbins
Edward Daniel
Michael Heise

Absent:

Michael Gandham

VRI Americas (VRI) and Resort Management:

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

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 six of seven Board members in attendance.

III. APPROVAL OF AGENDA

MOTION: Phillip Truran moved to amend the agenda to move the Executive Session from item X to item VI and arrange accordingly.

SECOND: Motion was seconded by James Farmer.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (02/26/19)

MOTION: James Farmer moved to approve the February 26, 2019 Regular Meeting Minutes as written.

SECOND: Motion was seconded by Phillip Truran.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

V. TREASURER'S REPORT

Edward Daniel reviewed the month-ending January 2019 Financial Report, copies of which were provided to each attendee. Edward stated that under owners' fees is an additional \$1,540.99 in debt recovery with \$3,175 year-to-date but with an annual budget of only \$2,500. Edward stated that Payroll YTD is \$38,435 with a budget of \$42,876 and that it continues to be lower than budget. Phillip Truran asked management if the report was structured differently this year than last year. Shawn Samland stated that due to the accounting department switching to a new system that it is structured differently. Shawn stated that he emailed a list of old and new General Ledger codes to the Board after the February 26, 2019 meeting. Phillip asked how only \$15.94 has been spent towards Health insurance. Shelby was directed to email the Accounting Department for an explanation and forward the response to the Board.

VI. EXECUTIVE SESSION

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

MOTION: Phillip Truran moved to return to Regular Meeting at 7:15 p.m. Motion was seconded by Edward Daniels and approved unanimously.

MOTION: Robert West moved to allow Tino to return to work with his current schedule but request that he does not occupy his residence until such time as his legal issues are resolved. Motion was seconded by Wanda Robbins and approved with a vote 4-0 with Phillip Truran abstaining.

VII. MANAGEMENT REPORTS

A. Rental – Source of Business Report

Shawn Timpe-Samland reviewed the Rental Report as of February 2019, copies of which were provided to each attendee. Shawn informed the Board that the Florida Bay Club was 78% occupied in the month of February with 66.7% of that being owners.

B. Delinquency Report

Shawn Timpe-Samland reviewed the Delinquency Report as of February 2019, copies of which were provided to each attendee. Shawn stated he has created a new report demonstrating the progress on collections and delinquencies by current, previous months and last years figures. Shawn reviewed the report stating that so far this year \$632,872 of \$740,938 leaves \$108,066 remaining to collect which is an increase of \$37,087 over last month.

C. RCI Report

Shawn Timpe-Samland reviewed the RCI Report as of February 2019, copies of which were provided to each attendee. Shawn stated that of the four comment cards received in the month of February, five were received across the board with very good comments.

D. Sales Report

Shawn Timpe-Samland reviewed the Sales Report as of February 2019, copies of which were provided to each attendee. Shawn informed the Board that there was one Association week sold in the month of February for \$3,475.

VIII. GENERAL MANAGER'S REPORT

Shelby Valles reviewed the following:

- Spring Break is underway and the resort is at full capacity the last three weeks of April.
- Completed two more deep cleanings in A3 and A4, with a few more to be completed before summer.
- A belt broke in the fountain and the part was ordered. The replacement belt should arrive by the end of the week and the fountain repaired and running again by week's end.

IX. UNFINISHED BUSINESS

A. Unit A10 Remodel Proposal Update

Shawn Timpe-Samland stated that a proposal was received from DPS as follows:

- Replacement of exterior door and single exterior door leading to the garage - \$3,750.
- Skim coat walls and apply knock down to the walls and ceiling - 5,500 per unit.

B. Pino Windows of the Keys Proposal Update

Shawn Timpe-Samland stated that the updated proposal which included the exterior door were received. After discussion, Shawn was directed to contact the insurance company to find out the window requirements for the property then have Pino Windows and Drewindows rebid on those requirements.

MOTION: Phillip Truran moved to table further window replacement discussion until the next Board meeting.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

C. VRI Contract Committee

Phillip Truman stated that there are no VRI Contract Committee recommendations but that on record, if it was his decision, he would not renew the contract today.

X. 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, April 30, 2019 at 6:00 p.m.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

XI. ADJOURNMENT

MOTION: Phillip Truran moved to adjourn the meeting at 7:34 p.m.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None.

VOTE: Motion was approved unanimously.

James Farmer, Secretary

STS/abs

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