

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

January 31, 2017

I. CALL TO ORDER/ ROLL CALL

A duly noticed telephonic meeting of the Board of Directors was called to order by President Phil Truran at 6:02 p.m. with the following persons in attendance:

Board of Directors:

Phillip Truran, President
Michael Gandham, Vice President
James Farmer, Secretary
Edward Daniel, Treasurer
Michael Heise, Director
John Lexa, Director
Wanda Robbins, Director

Vacation Resorts International and Resort Management:

Richard M. Schwartz, Vice President of Resort Operations/VRI
Shelby Valles, Resort General Manager

Owners:

Robert and Carmela Gorman
David and Toni Richards
Linda Mihalek
Peggy Blanton

II. CERTIFICATION OF QUORUM

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 seven Board members in attendance.

III. APPROVAL OF AGENDA

MOTION: Wanda Robbins moved to approve the agenda as presented.

SECOND: Motion was seconded by Ed Daniel.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

IV. APPROVAL/ACCEPTANCE OF PREVIOUS MEETING MINUTES

A. Approval – Board Meeting Minutes (12/27/16)

MOTION: Wanda Robbins moved to approve the Board Meeting Minutes of December 27, 2016 as written.

SECOND: Motion was seconded by Ed Daniel.

DISCUSSION: None

VOTE: The motion was approved unanimously.

B. Acceptance – Owners Meeting Minutes (12/27/16)

MOTION: Jim Farmer moved to accept the Owners Meeting Minutes of December 27, 2016 as written.

SECOND: Motion was seconded by Mike Heise.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

C. Acceptance – Reconvened Owner Meeting Minutes (12/29/17)

MOTION: Jim Farmer moved to accept the Reconvened Owners Meeting Minutes of December 29, 2016 as written.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None

VOTE: The motion was approved unanimously.

V. MANAGEMENT REPORTS

A. Financial Report

Ed Daniel reviewed the December 2016 financial report, copies of which were provided to each attendee. The preliminary surplus for 2016 is \$10,000. Due to some inconsistencies in the 2016 accounting, the actual surplus or deficit cannot be determined until the 2016 financial audit is complete.

B. Delinquency Report

Richard Schwartz reviewed the Delinquency Report as of January 24, 2017, copies of which were provided to each attendee. In addition, a list of delinquent owners for 2016 and prior years was provided. Board members discussed moving forward on foreclosures once responses to the collection letter have been received from the delinquent owners.

C. RCI Report

Richard Schwartz reviewed the RCI Report as of January 22, 2017, copies of which were provided to each attendee. The scores are at Gold Crown levels.

VI. GENERAL MANAGER'S REPORT

Shelby Valles reviewed her General Manager's Report, copies of which were provided to all attendees. Matters discussed included:

- Roofing-crews are beginning between 9:30-10:00 a.m. to not inconvenience guests. Owner's reaction is very positive, seeing their funds at work.
- VRI Website-owners seem to be very satisfied with the VRI website but miss the availability spreadsheet as was on the resort's website.
- Rental Rates-with the increase in rental rates, owners are not as concerned with the higher VRI rental commission. The new rates were provided to all attendees.
- Office Assistant-everyone seems to be very satisfied with the addition of the 2-day per week office assistant, Nancy.
- Housekeeping costs-some Board members were under the impression that the housekeeping staff would be cut from 12 to 9 members in order to limit costs. Shelby Valles explained that she only uses the number of housekeepers necessary to complete the work and it will vary throughout the year. Richard Schwartz reiterated that it is the intention to stay within the budget for the year even if the number of housekeepers varies from week to week.

VII. UNFINISHED BUSINESS

A. Rentals

1. Inventory for Rental Program – 2018 - Tabled until addressed at the next rental committee meeting.
2. Seven Day Minimum - Tabled until addressed at the next rental committee meeting.

B. ADA Compliant Pool Lift

MOTION: Wanda Robbins moved to table the ADA Compliant Pool Lift matter indefinitely pending further research.

SECOND: Motion was seconded by Jim Farmer.

DISCUSSION: Mike Heise volunteered to research this matter.

VOTE: The motion was approved with Mike Heise voting no.

C. Real Estate Matters

1. Foreclosures (Judicial and Non-Judicial)

Richard Schwartz advised the attendees that attorney James Staack reviewed the governing documents and concluded that they do not prevent non-judicial foreclosures.

MOTION: Ed Daniel moved to approve non-judicial foreclosures where and when appropriate.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None

VOTE: The motion was approved unanimously.

2. Sales (Association and Owners)

Shelby Valles advised the Board that she was finally able to contact attorney Lora Morgan. Ms. Morgan stated that she can provide deed back and deed transfers at a cost of \$150 plus \$18.50 in recording costs. Richard Schwartz recommended that title searches and proper documents also be included as it relates to Association weeks. Shelby will contact Lora to request the additional costs for these other items.

MOTION: Phil Truran moved to table this matter until more information is received from Lora Morgan.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None

VOTE: The motion was approved unanimously.

3. Deed Backs

This agenda item is addressed in VII (C)(2).

4. Employee Handbook

Jim Farmer reviewed the revisions he and the committee made to the Employee Handbook. Wanda Robbins recommended revising the sick day policy to a “use it or lose it” annual basis. Richard Schwartz advised that he will review the handbook and recommended revisions and provide any feedback to Jim Farmer for further consideration.

VIII. NEW BUSINESS

A. Amendments to Governing Documents

Ed Daniel reviewed the By-Laws Change Summary outlining the recommended amendments, copies of which were provided to all attendees.

MOTION: Phil Truran moved to approve changing the voting rules outlined in Article III, Section 2 to follow the condominium voting rules.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

MOTION: Ed Daniel moved to approve presenting the By-Laws amendments to the owners for approval.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None.

VOTE: The motion was approved unanimously

B. Termite Abatement

Phil Truran reported that evidence of termites was found in Buildings B and C and the pool house during the roofing project.

MOTION: John Lexa moved to approve obtaining three proposals for tenting the buildings to eliminate the termite problem.

SECOND: Motion was seconded by Mike Heise.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

IX. EXECUTIVE SESSION

A. Employee Health Insurance

Since there were no owners present, executive session was not entered. Richard Schwartz volunteered to research the current employee health insurance matter with a health benefits expert and report back to the Board.

MOTION: John Lexa moved to table this matter until the next Board Meeting.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

X. SCHEDULING OF MEETING DATES/TIMES

The next scheduled meeting is as follows:

- Tuesday, February 28, 2017 at 6:00 pm via teleconference

XI. ADJOURNMENT

MOTION: Wanda Robbins moved to adjourn the meeting at 9:08 p.m.

SECOND: Motion was seconded by John Lexa.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

James Farmer, Secretary

RMS/jmf

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