

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

Tuesday, December 19, 2017

**I. CALL TO ORDER/ ROLL CALL**

A duly noticed meeting of the Board of Directors was called to order by Phillip Truran at 6:12 p.m. at the Florida Bay Club Office. The following persons were in attendance:

Board of Directors:

Phillip Truran, President (via teleconference)  
James Farmer, Secretary (via teleconference)  
Edward Daniel, Treasurer (via teleconference)  
Michael Heise, Director (via teleconference)  
Michael Gandham, Director (via teleconference)  
Wanda Robbins, Director (via teleconference)

Absent:

John Lexa

Vacation Resorts International and Resort Management:

Richard Schwartz, Vice President of Resort Operations/VRI (via teleconference)  
Shawn Timpe-Samland, Director of Resort Operations/VRI (via teleconference)  
Shelby Valles, Resort General Manager

**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

Secretary James Farmer certified that a quorum was established with six 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 James Farmer.

**DISCUSSION:** None.

**VOTE:** The motion was approved unanimously.

**IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (11/28/17)**

**MOTION:** Phillip Truran moved to approve the Regular Meeting Minutes of November 28, 2017 as written.

**SECOND:** Motion was seconded by Wanda Robbins.

**DISCUSSION:** None.

**VOTE:** The motion was approved unanimously.

**V. TREASURER'S REPORT**

Ed Daniel reviewed the November 2017 financial report, copies of which were provided to each attendee. Ed stated that for the first time in years, the Association is showing a positive cash flow in November and that the year should end with a \$50,000 surplus. Michael Gandham requested a clarification of the Hurricane Expenses shown on the financials which General Manager Shelby Valles provided.

**VI. MANAGEMENT REPORTS**

**A. Rental Report**

Shawn Timpe-Samland reviewed the Rental Reports as of November 2017, copies of which were provided to each attendee. Shawn stated that in the month of November, there was one owner week not rented. In the month of December, there are four owner weeks not rented and zero Association weeks. Shelby stated that there are already eight Association weeks rented in the first three months of 2018.

**B. Delinquency Report**

Shawn Timpe-Samland reviewed the Delinquency Report as of November 2017, copies of which were provided to each attendee. Shawn stated that 18 foreclosures were completed as of December 8, 2017 and certificates of title are pending. Shelby stated that she has since collected an additional \$3,500 which represents three weeks in the delinquent owner fees category, reducing that category to five weeks and delinquent maintenance fees to \$4,572.

**C. RCI Report**

Richard Schwartz reviewed the RCI Report as of November 2017, copies of which were provided to each attendee. Richard stated that scores are down a little due to one complaint concerning the sleeping accommodations relating to the aero bed. Shelby stated that she has contacted the RCI owner and reviewed their complaint.

**D. Sales Report**

Richard Schwartz reviewed the Sales Report as of November 2017, copies of which were provided to each attendee. Richard informed the Board that Net Realty has received inquiries regarding Florida Bay Club. Richard stated that Net Realty will be visiting the property soon to update photos for the Net Realty website. Email blasts and promotions will also be generated.

**VII. GENERAL MANAGER’S REPORT**

Shelby Valles reviewed the following:

- Even with the fence damage, the property looks great due to having new sand, pea rock and two pallets of mulch delivered and spread.
- The property sign area has been completed by the main gate and it looks great.
- The fence replacement should be complete by the end of February.
- In the last few weeks of 2017, all units will be occupied with owners.
- During the first week of January, Building A will be tented and treated for termites.

**VIII. UNFINISHED BUSINESS**

None.

**IX. NEW BUSINESS**

A. Kayak Rentals/Sales

After a discussion concerning the difficulty in acquiring insurance coverage and the risk to the Association, the Board decided to add local kayak rental information in the unit directory instead. Shelby will have Tino build a kayak storage rack near the beach area to house kayaks that are rented and owned by guests and owners. There was some additional discussion relating to fishing charters.

B. Rental Inventory for 2018-2020

Richard Schwartz reviewed VRI’s request for more inventory for 2018, 2019 and 2020 to be able to meet rental income expectations. He also recommending reducing the seven day minimum rental to help generate more rentals for the Association. Michael Heise stated that he was not in favor of changing the seven day minimum rental, providing three years of rental inventory or to committing to fifty-two weeks per year.

After some discussion, it was decided that Richard will provide more information for the Board to review concerning week availability for 2018-2020.

**MOTION:** Phillip Truran moved to table the discussion until the January meeting to give the Board time to review information.

**SECOND:** Motion was seconded by Wanda Robbins.

**DISCUSSION:** None.

**VOTE:** The motion was approved unanimously.

**X. CONFIRMATION/SCHEDULING OF NEXT MEETING DATES/TIMES 2018**

- Tuesday, January 30, 2018 at 6:00 p.m.

**MOTION:** James Farmer moved to schedule future Board meetings based on need, meeting by meeting.

**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 7:40 p.m.

**SECOND:** Motion was seconded by Wanda Robbins.

**DISCUSSION:** None.

**VOTE:** The motion was approved unanimously.

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James Farmer, Secretary

STS/jmf

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