

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

Tuesday, February 27, 2018

I. CALL TO ORDER/ ROLL CALL

A duly noticed meeting of the Board of Directors was called to order by Phillip Truran at 6:10 p.m. at the Florida Bay Club Office. The following persons were in attendance:

Board of Directors:

Phillip Truran, via teleconference
James Farmer, via teleconference
John Lexa, via teleconference
Michael Heise, via teleconference
Wanda Robbins, via teleconference
Michael Gandham, via teleconference

Absent: Edward Daniel

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

Owners:

David Purdy Paul and Barb Berre
Sue and Pete Paine Ella Redshirt
Bob and Millie Gorman

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 approve the agenda with the following change: IX. New Business, (A) Policy on Advance Reservations be tabled until the March 27, 2018 meeting.

SECOND: Motion was seconded by James Farmer.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (01/30/18)

MOTION: Phillip Truran moved to approve the Regular Meeting Minutes of January 30, 2018 as written.

SECOND: Motion was seconded by Wanda Robbins

DISCUSSION: None.

VOTE: The motion was approved unanimously.

V. TREASURER'S REPORT

Shawn Timpe-Samland reviewed the condensed financial report stating the January budget was over by \$1,538. Key areas causing the overage were in payroll, Maintenance & Repairs and Unit Supplies. Shelby Valles informed the Board that payroll overage was due to hiring extra temporary help to cover Tino's two week vacation. The extra expenses for Maintenance & Repairs and Unit Supplies were due to Building B units being deep cleaned during closure for tenting. Phillip Truran stated these were normal overages for the beginning of the year and will balance out as the year progresses.

VI. MANAGEMENT REPORTS

A. Rental Report

Shawn Timpe-Samland reviewed the Rental Report as of January 2018, copies of which were provided to each attendee. Shawn stated that during the months of January through March owners fill the units and not many rentals will be seen. Shelby Valles stated that she has already made four future reservations so far this month. Shawn stated that since the Association now has given VRI 52 weeks to sell for 2018, there should be an increase in rentals. Michael Heise questioned the number of weeks given to VRI. Richard reminded Michael that the Board approved the 52 weeks at the January 30, 2018 meeting. Michael also expressed concern about prime weeks which should have owner priority such as mini-lobster season and 4th of July week being given to the VRI Rental program. Richard reviewed the weeks given to VRI and assured the Board that the prime weeks mentioned are not in the VRI rental program.

B. Delinquency Report

Shawn Timpe-Samland reviewed the Delinquency Report as of January 2018, copies of which were provided to each attendee. Shawn reviewed the numbers on the report and stated that the current 23.4% owner delinquency is due to owners paying late and should improve over the next few months. Michael Heise asked how many owners were on payment plans. Richard Schwartz informed him that currently there were two owners representing four weeks.

C. RCI Report

Shawn Timpe-Samland reviewed the RCI Report as of January 2018, copies of which were provided to each attendee. Shawn stated that the scores have improved since the last month raising up to 4.6 across the board except in resort activities.

Shawn stated that the increases were due to two comment cards submitted with scores of 5 and one with scores of 4. The comments included “staff was great and attended to all our needs”.

D. Sales Report

Shawn Timpe-Samland reviewed the Sales Report as of January 2018, copies of which were provided to each attendee. Richard Schwartz informed the Board that Net Realty has added a link to the FBC website and that when prospective buyers click on the “Sales” icon, it will send them to the Net Realty FBC web page showing updated pictures of the property and what is currently for sale. Richard also explained that Net Realty is looking into local advertising in the Keys.

VII. GENERAL MANAGER’S REPORT

Shelby Valles reviewed the following:

- Fence is completed in the trailer lot and by the C building lot.
- The fence has been brought out on the back side of building C providing space for a kayak rack and launching area. Phillip Truran helped move the boulders from this area and with left over sand a launching area will be created.
- The fence is expected to be completed by mid-March.

VIII. UNFINISHED BUSINESS

A. B5 Kitchen and Bath (additional proposal)

Phillip Truran re-opened the discussion to hire the interior designer at a cost of \$2,500 to create three plans to remodel the kitchen and baths in the units.

MOTION: Phillip Truran moved to approve hiring the interior designer at a cost of \$2,500 to create three sets of plans for remodeling the kitchen and baths in the units.

SECONDED: Motion was seconded by Jim Farmer.

DISCUSSION: The pros and cons of hiring the interior designer were discussed at length.

VOTE: The motion was not approved with Michael Heise, John Lexa and Michael Gandham opposed.

Discussion continued when Michael Gandham asked for more information regarding what the contractors would bid on and if the interior designer cost was a flat fee. Phillip Truran asked the owners present how they felt and then unanimously agreed that the interior designer should be hired. Michael Gandham recommended another vote.

MOTION: Phillip Truran moved to hire the interior designer at a cost of \$2,500.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None.

VOTE: The motion was approved with Michael Heise abstaining and John Lexa opposed.

B. Complex Painting (additional proposal)

Phillip Truran advised that he was unable to secure an additional bid due to a limited pool of contractors in the Keys at this time. John Lexa informed the Board he knew of a contractor that may want to bid on the job. Shawn will send the scope of work he used for the other two contractors to John. The agenda item was tabled until the next meeting.

IX. NEW BUSINESS

A. Policy on Advance Reservations

Tabled until the next Board Meeting.

B. Security Cameras

James Farmer stated that when he was at the property he observed that more than half of the security cameras were not operational. The Board all agreed that a professional service should review the system and give the Board a quote to fix the deficiencies.

Shelby Valles stated that she has already contacted Jack from Innovative Technology who will be onsite either March 2nd or the 5th to review the system. Shelby also contacted J.W. Security for a second quote but they have not responded yet.

X. CONFIRMATION/SCHEDULING OF NEXT MEETING DATES/TIME 2018

The next Board meeting is scheduled for Tuesday, March 27, 2018 at 6:00 p.m.

Phillip Truran asked if any owners had any questions or comments. Owner Paul Berre recommended that any large expenditures for renovations should be spread out as long as possible to minimize the financial burden to the owners.

XI. ADJOURNMENT

MOTION: Wanda Robbins moved to adjourn the meeting at 7:35 p.m.

SECOND: Motion was seconded by Michael Gandham

DISCUSSION: None.

VOTE: Motion was approved unanimously.

James Farmer, Secretary

STS/jmf

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