

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

Tuesday, March 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 6:00 p.m. at the Florida Bay Club Office. The following persons were in attendance:

Board of Directors:

Phillip Truran, via telephone  
James Farmer, via telephone  
John Lexa, via telephone  
Michael Heise, via telephone  
Wanda Robbins, via telephone  
Edward Daniel, via telephone

Absent:

Michael Gandham

Vacation Resorts International and Resort Management:

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

Owners:

Becky Bolesta, 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 six of seven Board members in attendance.

**III. APPROVAL OF AGENDA**

**MOTION:** Phillip Truran moved to approve the agenda by adding C. Security Camera Update under VIII. Unfinished Business.

**SECOND:** Motion was seconded by James Farmer.

**DISCUSSION:** None.

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

**IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES (02/27/18)**

**MOTION:** Wanda Robbins moved to approve the February 27, 2018 Regular Meeting Minutes as written.

**SECOND:** Motion was seconded by Michael Heise.

**DISCUSSION:** None.

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

**V. TREASURER'S REPORT**

Shawn Timpe-Samland reviewed the month ending February 2018 financial report, copies of which were provided to each attendee. Shawn introduced and reviewed a new Variance Report with the Board. Shawn explained how this report will help to answer questions on high variances, show year to date spending and remaining budget balance of each account.

**VI. MANAGEMENT REPORTS**

**A. Rental Report**

Shawn Timpe-Samland reviewed the Rental Report as of February 2018, copies of which were provided to each attendee. Shawn informed the Board that deposited Association weeks have increased by eight days and Owner weeks by 63 days. Shawn confirmed the following rentals: 36 Association days rented in February and seven in April; seven Owners weeks in July and August.

**B. Delinquency Report**

Shawn Timpe-Samland reviewed the Delinquency Report as of February 2018, copies of which were provided to each attendee. Shawn informed the Board that the delinquencies have improved over last month's 215 delinquencies to this month's 177. Shelby stated that VRI forwarded a list of delinquent owners with reservations and that she has been calling the owners to remind them that their payment is late and must be paid to avoid cancellation of reservations. Shelby has collected four late payments in the last two days. Shawn stated that with Shelby continuing to call owners and along with VRI efforts, delinquencies should improve next month.

**C. RCI Report**

Shawn Timpe-Samland reviewed the RCI Report as of February 2018, copies of which were provided to each attendee. Shawn explained that the RCI report shows a decrease since February due to two adverse comments cards. Both comment cards state low scores due to the outdated condition of the rooms, maintenance and lack of amenities.

**D. Sales Report**

Richard Schwartz informed the Board that sales remain slow. Richard asked if the Board would allow Net Realty to run a one-month promotion to the owners offering 50% off current prices.

Michael Heise expressed concern with Net Realty only targeting current owners. Richard explained that the reason for targeting owners first is to get a feel for and feedback concerning the reduction in pricing. The Board discussed the proposal and asked Richard to review the current Net Realty contract and present an updated contract at the next Board meeting to address pricing and net proceeds to the Association.

## **VII. GENERAL MANAGER'S REPORT**

Shelby Valles reviewed the following:

- The property is completely fenced in and looks great. Milo and Tino did a great job.
- The property has been busy with spring breakers.
- Informed the Board that Innovated Technology was out on March 21, 2018 and reviewed the current security camera system. They informed her that the system is damaged and that they will furnish two quotes, one for updating and repair and one for replacement.

Phillip Truran asked Jim Farmer if Shelby's update on the security system was sufficient and if it still need to be discussed under Unfinished Business. Jim stated that the explanation was sufficient.

## **VIII. UNFINISHED BUSINESS**

### **A. B5 Kitchen and Bath**

Phillip Truran stated that the Interior Design should be ready for review by the April Board Meeting and further discussion is tabled until then.

### **B. Complex Painting**

Phillip Truran stated that Eagle Painting, the contractor contacted by John Lexa, has not yet submitted a bid for painting and further discussion is tabled until the April meeting.

### **C. Security Camera Update**

Previously covered under VII. General Manager's Report.

## **IX. NEW BUSINESS**

### **A. Policy on Advance Reservations**

Edward Daniel expressed concern on how reservations are handled during the first Monday in November start date. He stated last year he called several times just to be put on hold and then disconnected. He stated that it is unfair to owners who call early but then get dropped out of line. The Board discussed several possible solutions including adding a call queue, requiring only telephone reservations and using written forms. The pros and cons to each were discussed.

**MOTION:** Phillip Truran moved to leave the current reservation policy as is and to add a call queue feature to the office phone line for the month of November.

**SECOND:** Motion was seconded by Edward Daniel

**DISCUSSION:** Jim Farmer stated that he will include this information in the July and October newsletters.

**VOTE:** Motion was approved unanimously.

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

**MOTION:** Phillip Truran moved to schedule the next Board meeting for Tuesday, April 24, 2018 at 6:00 p.m. via teleconference.

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

**DISCUSSION:** None.

**VOTE:** Motion was approved unanimously.

**XI. ADJOURNMENT**

**MOTION:** Phillip Truran moved to adjourn the meeting at 7:00 p.m.

**SECOND:** Motion was seconded by Edward Daniel.

**DISCUSSION:** None.

**VOTE:** Motion was approved unanimously.

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James Farmer, Secretary

STS/jmf

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