

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

Tuesday, May 29, 2018

I. CALL TO ORDER/ ROLL CALL

A duly noticed meeting of the Board of Directors was called to order by Edward Daniel at 6:03 p.m. at the Florida Bay Club Office. The following persons were in attendance:

Board of Directors:

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

Absent:

Michael Gandham	Michael Heise
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Vacation Resorts International (VRI) 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, 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

A quorum was established with five 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 (04/24/18)

MOTION: Phillip Truran moved to approve the April 24, 2018 Regular Meeting Minutes as written.

SECOND: Motion was seconded by James Farmer.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

V. TREASURER'S REPORT

Edward Daniel reviewed the March 2018 financial report, copies of which were provided to each attendee. Edward pointed out the increase in assessment income and congratulated VRI on keeping accounts receivable inline. Edward stated that expenses were higher than in the previous month and AC and Appliance Reserve expenditures were high due to the replacement of 2 AC systems in units A4 and A10. Shelby stated that only 2 older AC units remain in units B5 and A8.

Edward stated that he reviewed the 2017 preliminary audit and was pleased with the outcome even though the hurricane expenses affected the overall surplus for the year.

James Farmer asked Edward about the planning of the 2019 budget. Edward stated that the Budget Committee will begin work on the draft budget in June.

VI. MANAGEMENT REPORTS

A. Rental Report

Shawn Timpe-Samland reviewed the Rental Report as of May 17, 2018, copies of which were provided to each attendee. Shawn informed the Board that deposited Association weeks have increased by 14 days and owner weeks have increased by 14 days. Association confirmed days increased by 3 days. Shelby stated that the 3 days were due to a last minute reservation which she accepted because there were 2 rental weeks available. The 3 days were rented at full rack rate of \$248 per night.

Edward Daniel requested that Shelby provide a rental rate comparison for 5 other resorts and hotels in the area.

B. Delinquency Report

Shawn Timpe-Samland reviewed the Delinquency Report as of May 17, 2018, copies of which were provided to each attendee. Shawn informed the Board that the delinquencies have decreased from last month's 98 to 86 this month. The 86 delinquencies consist of 18 in collections, 15 in foreclosure, 20 delinquent owners and 33 Association owned weeks representing a 9.4% overall delinquency rate.

C. RCI Report

Shawn Timpe-Samland reviewed the RCI Report as of April 2018, copies of which were provided to each attendee. Shawn stated that the RCI report shows the property rating has increased to an average of 4.9% out of 5 as a result of 2 favorable comment cards received in April.

D. Sales Report

Richard Schwartz informed the Board that 4 Association weeks were sold in the month of April. Richard stated that the sale of the 4 weeks should close in the month of June and provide approximately \$7,000 in revenue.

He stated that the amendment to the sales agreement and the lowering of pricing should increase sales activity. Edward Daniel asked Richard if the sales were to current owners. Richard stated that the 4 sales were to new owners.

i. Ratification of New Sales Agreement

MOTION: Phillip Truran moved to ratify the email vote approving the amendment to the Net Realty sales agreement.

SECONDED: Motion was seconded by Edward Daniel.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

VII. GENERAL MANAGER'S REPORT

Shelby Valles reviewed the following:

- Three units were deep cleaned in the month of April.
- The property will be at full occupancy from June through September.
- During the summer months, the maintenance staff will work on reinforcing, pressure washing the boat dock and applying a clear coat to the decking.

VIII. UNFINISHED BUSINESS

A. B5 Kitchen and Bath

Shawn Timpe-Samland informed the Board that he was still waiting for estimates from DPS Construction based on the plans provided by Mary Daust from Resource Hospitality Design and will distribute to the Board upon receipt.

Richard Schwartz informed the Board that he met a representative of Union Bank during the VRI National Meeting. Richard stated that the Union Bank representative discussed the possibility of providing the Association with financing to complete projects. Richard noted that Union Bank would require a Reserve Study and a delinquency rate lower than 10%. The Board thanked Richard for the information and appreciates the viable option.

B. Complex Painting

Shawn Timpe-Samland provided the Board with a comparison report of the 3 painting proposals. The report outlines the scope of work for each proposal, showing only minor differences.

Shelby Valles distributed pictures to the Board showing the stucco that fell from the underside of the B5 3rd floor east balcony. She stated that the stucco fell onto the B5 2nd floor balcony and that no guest or property was affected. She stated that maintenance will be securing the rest of the underside first thing Wednesday morning.

She will also have maintenance inspect the rest of the buildings and secure any other problem areas. The Board requested Shelby to contact DPS construction first thing Wednesday morning and have them assess the situation and provide recommendations. Shelby will email the Board and VRI management with DPS findings and recommendations.

C. Security System Update

Shelby Valles stated that she had 3 companies review the security system and requested them to give quotes to update, repair or replace the entire system. She stated that the 3 companies should have their quotes submitted by June 8, 2018 and will distribute to the Board.

IX. NEW BUSINESS

None.

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

MOTION: Phillip Truran moved to schedule the next board meeting on Tuesday June 26, 2018 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 7:10 p.m.

SECOND: Motion was seconded by Wanda Robbins.

DISCUSSION: None.

VOTE: Motion was approved unanimously.

James Farmer, Secretary

STS/jmf

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