

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

Tuesday, November 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 6:04 p.m. at the Florida Bay Club Office. The following persons were in attendance:

Board of Directors:

Phillip Truran, President-via telephone
Robert West, Vice President-via telephone
James Farmer, Secretary-via telephone
Michael Heise, Director-via telephone
Wanda Robbins, Director-via telephone

Absent:

Michael Gandham, Director
Edward Daniel, Treasurer

VRI Americas (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, 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

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 Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

IV. ACCEPTANCE OF THE ANNUAL OWNER MEETING MINUTES (10/21/18)

MOTION: Phillip Truran moved to accept the October 21, 2018 Annual Owners Meeting Minutes as written.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

V. APPROVAL OF PREVIOUS MEETING MINUTES (10/21/18)

MOTION: Phillip Truran moved to approve the October 21, 2018 Regular Meeting Minutes as written.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

VI. TREASURER'S REPORT

Shawn Timpe-Samland reviewed the month ending October 2018 Financial Report, copies of which were provided to each attendee. Shawn stated that the October operating expenses were slightly over budget and explained that categories over budget included the following: Maintenance- \$2,385 for accent lights for the palm trees; Pest Control \$795 for the termite protection contract for bldg. B; Office/Miscellaneous \$193.88 for the purchase of easels to display remodel posters in the lobby and Postage \$630 for the mailing of 2019 maintenance fees. He stated that expense will need to be closely monitored over the last few months of the year to ensure the budgeted amounts are met.

VII. MANAGEMENT REPORTS

A. Delinquency Report

Shawn Timpe-Samland reviewed the Delinquency Report as of October 2018, copies of which were provided to each attendee. Shawn reviewed the current figures to last month and stated that delinquencies continue to improve each month with total delinquent owners dropping from 9 last month to 6 this month. Shelby stated that 5 of the 6 consisted of owner who has paid \$400 towards each week and has been contacted about the balance owed.

B. RCI Report

Shawn Timpe-Samland reviewed the RCI Reports as of October 2018, copies of which were provided to each attendee. Shawn reported that October brought in a total of 13 comment cards from RCI exchange guest and that a majority were positive with mainly high scores but as before, the low score and complaints continue to be about the quality and age of the furnishings and décor.

C. Sales Report

Shawn Timpe-Samland reviewed the Sales Report as of October 2018, copies of which were provided to each attendee. Shawn stated that the October sales report had no change and explained that October is generally a slower month for sales. Richard Schwartz reported that an Owner week sold in November and that sales usually increase in the coming months.

D. Source of Business Report

Shawn Timpe-Samland introduced a new report and explained that the Source of Business report provides information on how many units are used by the different outlets per month along with year to date figures. The Board reviewed the report and requested the following changes to the Source of Business report be made: convert numbers from days to weeks and add percentages.

VIII. GENERAL MANAGER'S REPORT

Shelby Valles reviewed the following:

- Rope lights have been added to the palm trees and they look great.
- The maintenance crew are working on the garage floor in B1, putting a protective paint down. The work is taking a little longer than anticipated due to glue removal needed.
- Due to the holiday season, the property will be full through New Year's.
- The maintenance crew have repaired a broken concrete slab that was considered a safety hazard. The break was due to a tree root and, if not fixed, would have most likely affected a water line.
- A unit directory is currently being created professionally at no cost to the Association.

IX. UNFINISHED BUSINESS

There was no Unfinished Business.

X. NEW BUSINESS

A. Three-Day Rentals

Phillip Truran asked the Board for their thoughts and opinion on changing the Rental Reservation Policy from a seven-day only reservation to a three-day minimum reservation in an effort to generate additional revenue for the Association. The Board discussed the pros and cons of the policy.

MOTION: Phillip Truran moved to approve changing the reservation policy to include a minimum of three-day rentals between the standard Saturday to Saturday time frame with the daily rate for rental stays less than seven days will be the weekly rate broken down on a daily basis plus 40%, for example: \$1,500 weekly rate = \$214.29 per day X 40% increase = \$300 per day.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

B. Owner Property Usage

Phillip Truran reported that an owner approached him to inquire about using the property outside their week. The Board discussed the proposal and it was decided that the current policy in place will not be changed.

MOTION: Wanda Robbins moved to approve maintaining the policy as written with no exceptions.

SECOND: Motion was seconded by James Farmer.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

C. Furniture Replacement

Shawn Timpe-Samland reported that he has only received one proposal to replace the bedroom furniture in the units. The Board tabled any further discussion and directed Shawn to obtain two more furniture replacement proposals before the next Board meeting.

XI. CONFIRMATION/SCHEDULING OF NEXT MEETING DATES/TIME

MOTION: Phillip Truran moved to schedule an Executive meeting for Tuesday, December 18, 2018 at 6:00 p.m.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

MOTION: Phillip Truran moved to schedule the next Board meeting for Tuesday, January 29, 2019 at 6:00 p.m.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

XII. ADJOURNMENT

MOTION: Phillip Truran moved to adjourn the meeting at 7:33 p.m.

SECOND: Motion was seconded by Robert West.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

James Farmer, Secretary

STS/smt

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