

FLORIDA BAY CLUB CONDOMINIUM ASSOCIATION, INC.  
ANNUAL OWNER MEETING MINUTES  
Sunday, October 13, 2019

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

A duly noticed special meeting was called to order by Phillip Truran at 1:00 p.m. at the Holiday Inn-Key Largo, FL. The following persons were in attendance:

Board of Directors:

Phillip Truran, President  
Robert West, Vice President  
James Farmer, Secretary  
Michael Heise, Director

Absent:

Edward Daniel, Treasurer  
Michael Gandham, Director  
Wanda Robbins, Director

VRI Americas and Resort Management:

Shawn Timpe-Samland, Director of Resort Operations/VRI  
Shelby Valles, Resort General Manager

Owners:

Twenty per sign-in sheet

**II. NOTICE CERTIFICATION/QUORUM VERIFICATION**

A. Affidavit of Mailing

Shawn Timpe-Samland stated that an Affidavit of Mailing is on file with the Association records.

B. Posted

Shawn Timpe-Samland 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.

C. Quorum

The twenty-five percent (25%) quorum was attained (918 weeks less 40 Association owned weeks =  $878 \times 25\% = 220$ ) with 318 owners in attendance by proxy and 0 in person.

**III. APPROVAL OF AGENDA**

**MOTION:** Robert West moved to approve the agenda as presented.

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

**DISCUSSION:** None.

**VOTE:** The motion was approved unanimously

**IV. BOARD OF DIRECTORS ELECTION - BALLOT COLLECTION AND TABULATION**

A. Appointment of Inspectors of Election

The following persons were appointed as inspectors to review and count the ballots:

Shelby Valles, Nancy Quezada, Jill West and William Samland

B. Collection of Ballots

Ballots were given to the owners present that did not previously submit a ballot and such ballots were collected and placed in the sealed ballot box. No further ballots were submitted.

C. Tabulation

The ballot box was opened, and the inspectors began the process of tabulating the ballots.

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

**MOTION:** Robert West moved to approve the Previous Meeting Minutes of October 21, 2018 as presented.

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

**DISCUSSION:** None.

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

**VI. TREASURERS REPORT**

Shawn Timpe-Samland reviewed the month ending September 30, 2019 Financial Report, copies of which were provided to each attendee. Included in the review were the Cash Balances Report, Accounts Receivable Summary, Balance Sheet, Comparative Income Statement, and Cash Flow Analysis. Shawn reviewed the Condensed Financial Report stating that payroll, operating expenses, and administrative were below budget. The month of September should continue to be below for the rest of the year. Shawn informed the Board the Association is on track for a \$24,944 surplus at the end of the year. Michael Heise thanked VRI for doing such a great job managing the budget. Phillip Truran stated the Board has signed a 10-year contract with VRI. Phillip stated the decision was based on the work VRI has done in the past three years by taking the Association from a deficit each year to a surplus.

**VII. MANAGEMENT REPORTS**

A. Rental – Source of Business Report

Shawn Timpe-Samland reviewed the Rental Report as of September 30, 2019, copies of which were provided to each attendee. Shawn stated the property was 82% occupied in the month of September with a total of 33 owner intervals, five maintenance, 17 RCI, and three Interval International with a total of 59 intervals.

**B. Delinquency Report**

Shawn Timpe-Samland reviewed the Delinquency Report as of October 11, 2019, copies of which were provided to each attendee. Shawn that so far this year \$727,615 out of \$765,260 has been collected and \$37,645 remains. Shawn also stated there is currently one delinquent owner.

**C. RCI Report**

Shawn Timpe-Samland reviewed the RCI Report as of September 30, 2019, copies of which were provided to each attendee. Shawn stated there were six RCI comment cards received in the month of September. Five of the six were very positive with all fives and fours and one disgruntled renter which dropped the scores slightly.

**D. Sales Report**

Shawn Timpe-Samland reviewed the Sales Report as of September 30, 2019, copies of which were provided to each attendee. Shawn stated that there were no sales in the month of September. Shawn stated he spoke to Richard Schwartz of Net Realty and received several calls from the promotion included in the 2019 billing and two intervals are under contract.

**VIII. UNFINISHED BUSINESS**

No Unfinished Business was discussed.

**IX. NEW BUSINESS**

No New Business was discussed.

**X. OWNER FORUM**

President Truran opened the floor to owners for comments and questions. The following are highlights of matters discussed:

- The Board will retrieve quotes for resurfacing the tennis courts.
- Reserve Funding – the Reserve account will continue to fund at 2020 increase rate going forward.
- A10 Renovations will be used to determine the cost, time frame, and materials the materials used.
- The board will determine any future Special Assessments after the completion of A10 renovation.
- An on-slip clear coating will be added to the entrance of the outdoor floor tiles.
- The Board surveyed building C owners regarding to replace the jacuzzies and it was determined to not replace them.

**XI. BOARD OF DIRECTOR ELECTION RESULTS**

The tabulated votes were certified by each inspector and the number of votes surpassed the twenty percent (20%) required for a valid election with 318 votes counted. The total votes per candidate are as follows:

James Farmer	262votes- 2-year term
Michael J. Heise	244 votes- 2-year term
John Lexa	220 votes- 2-year term
Phillip Truran	269 votes- 2-year term
Janet Anderson	102 votes-not elected
Mike Anderson	107 votes-not elected

Per the governing documents, as amended, the four (4) elected candidates with the highest number of votes will serve two-year terms.

**XII. ADJOURNMENT**

**MOTION:** Michael Heise moved to adjourn the meeting at 2:16 p.m.

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

**DISCUSSION:** None.

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

---

James Farmer, Secretary

STS/abs

fb: 101319hoamin