

CAMARON COVE RESORT
BOARD OF DIRECTORS MEETING
THURSDAY, FEBRUARY 22ND, 2018
5:00PM

AGENDA

Approval of Board Meeting Minutes of January 18th, 2018

Opening Remarks

Common Area Renovations: Internet, Front Room Door Shutters, Tiki Hut Roof, Hot Water, Pool Showers

Repairs & Painting Gulf Front Balcony, Beach Ramp & Stairs, Pool & Balcony Chairs, AC Units & Hallway Railings

Room Renovations: Sliding Glass Doors, Sofa & Loveseat Cleaning

Defibrillator

Mission Statement

Foreclosure Sales & Homeowner Deed Backs

Policy & Procedures Manual for Resort & Staff

Reader Board

Website Cost

December Board Walk Around & May Workshop

Old & New Business

Any Additional Matters That May Come Before the Board

Date of Next Board of Directors Meeting

ATTENDEES:

Mike Shestok, President

Sandy Farrell, Vice President

Jay Cooper, Secretary/Treasurer

Flo McGee, Director

Rick DeJong, Director

Jim Valente, President VPM

Mark Bodine, VP of VPM

Gloria Weir, Secretary of VPM

Marta Juarez, Homeowner

Martha Henry, Homeowner

Approval of Board Meeting Minutes of January 18th, 2018: Mike Shestok asked if anyone had any changes for the January 18th, 2018 minutes. None were stated at which time Mike Shestok made the motion to approve the January 18th, 2018 minutes, seconded by Sandy Farrell, motion carried.

Opening Remarks: Mike Shestok stated there would be no March meeting as it is the busiest month for management. Also commented on Rick DeJong & Sandy Farrell's quick response to the review of the minutes. He also stated how much the Board of Directors accomplished in 2017 and 2018 will also will be a productive year. Because of the amount of work needed to be accomplished the meetings have ran a little long. At this point Mike asked if Martha Henry, homeowner present, if she had any questions or concerns but none were stated.

Common Area Renovations: Internet, Front Room Door Shutters, Tiki Hut Roof, Hot Water, Pool Showers

Repairs & Painting Gulf Front Balcony, Beach Ramp & Stairs, Pool & Balcony Chairs, AC Units & Hallway Railings:

PRIVATE & CONFIDENTIAL

- Internet - Mark stated that the internet is up and running. There was one glitch with the people being taken to the website instead of the internet. Spectrum eliminated that step and everyone was given the proper password to be able to access. Each room now has high digital cable & internet. If all is fine within a week the old equipment will be removed and sold to VPM for \$500, which was previously approved.
- Front Room Door Shutters are 50% complete and as time allows others are being done.
- Tiki Hut has been refurbished and palm fronds have been installed.
- Hot Water Tanks for Spa & Pool – Mark shared how he went to apply for the permit but they told him it had to be done by a licensed contractor. The electrician tried to apply and was told same thing He then contacted Slaughter Plumbing and they were able to begin the permit application. Mark was told that no drain is required. Mike reminded everyone that if drain is needed the topic would have to be readdressed.
- Repairs & Painting Gulf Front Balcony – from the installation of railings there is some concrete missing on the balconies and Dynamic will begin in March to repair the areas needing repairs and paint. They will bring in a bucket lift and at same time the resort will be able to trim the palm trees.
- Beach Ramp versus Stairs: Mark stated that if the steps are replaced to the beach no permitting is required. The three quotes obtained were: Dynamic \$4,800, Oakhurst \$6,800 & Eastmead \$7,000. To put a ramp in place the permitting would run between \$700-\$800. Dynamic costs for ramp would be \$6,500, Oakhurst \$6,800 & Eastmead \$7,000 plus each company would have additional \$1,000 in costs. Mike asked Mark if an engineer would be needed. It was expressed that Oakhurst is the company who installed the ramp next to Camaron Cove so they know what would be required and also the ramp would meet the ADA requirements. Jay stated that he has seen proposals presented were he works for Oakhurst and Eastmead. Mike asked Mark what his preference along with staff was and he felt the stairs would suffice. Mike asked each Board Member their thoughts. Rick feels the ramp is needed for the owners needing assistance whether due to age or disability. The ramp would be around 40' and it would run straight out from the gate. Mark reminded everyone since Oakhurst has done ramps in the area an engineer would not be needed. Flo stated that the price difference between ramp & stairs is not significant and felt the ramp is needed. The ramp would have handrails. Jay did not feel the ramp was needed but to redo the steps. Sandy stated that during her last visit she viewed some ramps in the area and one major concern is the drop off like the ramp next to Camaron Cove and also a ramp could be more inviting to people walking the beach. Mark reminded everyone that the material used would be a composite, same as the picnic tables. Mike's feeling was to do the steps. Flo asked if the steps are done if they could be wider. Mark stated they could be wider along with adding one more step and possibly they would be longer. Mike Shestok made the motion to approve the steps to be rebuilt with wider, possibly longer platform and adding one more step with Dynamic not to exceed \$6,000, seconded by Sandy Farrell, motion carried with Jay Cooper in agreement. Rick DeJong & Flo McGee opposed.
- Pool & Balcony Chairs: Last meeting it was approved to purchase additional chairs and they are in place. Back up ones are in storage for when needed.
- AC Units – Mark used the last R22 and had to purchase a new 410. The resort needs to purchase two more backups with the summer approaching. Mike Shestok made the motion to approve \$7,500 for the one unit already purchased plus 2 back up ones, Sandy Farrell seconded, motion carried.
- Hallway Railings – Gulf Aluminum, who installed the unit balcony railings, provided a quote for hallway railings without the key west topping of \$21,195 plus permits of \$632. With the key west topping the cost would be \$22,562 plus the permits of \$632. The current railings have spacing of 6" which is not code but the resort is grandfathered. Jay felt it would be nice to have it match the work that already had been completed. The new railings would have an opening of 4". Sandy also felt it would be consistent plus helps with liability concerns. Rick DeJong made the motion to approve Gulf Aluminum to replace the hallway railings for a total of \$25,000, seconded by Mike Shestok, motion carried. This project should be completed sometime in May.

Room Renovations: Sliding Glass Doors, Sofa & Loveseat Cleaning:

- Sleeper & Sofa cleanings. Being this time of year there are many stayovers which makes it difficult to do on the weekends. The project will be in March when there are less stayovers.
- Sliding Doors/Windows: Rick had met with Dynamic Property Services during his stay and discussed the possibility of installing new windows same time as the sliding doors would be put in place. Mark discussed the fact the new doors would be more efficient, tinted film for turtle season purpose, deeper tracks that would prevent water intrusion and meet the current codes for hurricanes. Mark stated there would be three phases over the next three years. Phase I would be the 02, 03, 06 & 07 units to be completed first this year. Then next year Phase II comprising of the 04 & 05 units and Phase III in third year of the 01 & 08 units. Phase I units are the ones in worst condition. During maintenance season they would complete 3 units per week. With replacing the sliders there will be concrete work needed since the openings will be little wider and frames will have to be built around them. The doors themselves come with a 10 year warranty and the mechanisms such as the wheels are three years. Weathertite quote was \$224,000, Dynamic \$196,000 and Home Depot was \$193,000. At this point Rick mentioned that Dynamic had given quote of \$95,000 to do the windows at the same time. They also would meet codes. After asking each Board Member their thoughts a motion was made. Mike Shestok made the motion to approve Phase I for this year of a cost of \$325,000, which includes the sliding doors, windows, concrete work, framing and also an agreement drawn up by Brian Deeb, legal counsel, to protect the resort, Flo McGee seconded the motion, motion carried.

Defibrillator: One defibrillator is in place by picnic area and Mark is waiting for the next class to be held by the fire department. It was recommended to purchase a 2nd one. After brief discussion Rick DeJong made the motion to approve the purchase of two more defibrillators for cost of \$3,000, seconded by Flo McGee, motion carried. The thought is to have one by the office and then possibly the third floor. Some thought maybe 2nd & 4th floor. This way each floor would have easier access to one then having to go all the way to the picnic area.

Mission Statement: Rick DeJong wants to make sure the mission statement gets more disclosure. Make sure it gets into the resort books, possibly on the shirts and also would like to see the turtle on the employees shirts instead of the sailboat. He wants to make sure that everyone is aware of the work and things happening at the resort. No motion was made.

Foreclosure Sales & Homeowner Deed Backs: Gloria shared that last month there were 14 foreclosures left of which Joann sold 4 of them but since last month 10 more were added so currently there are 20 unit weeks for sale by the resort. Gloria expressed that Joann would like to do another blast for the month of March with the 20% discount. Flo McGee made the motion to approve the March blast making sure to put Joann's name & number on it, seconded by Sandy Farrell, motion carried.

Both Mark & Gloria explained that the deed back is put in place when an owner is delinquent and sent to the attorney that they have the choice of deeding it back in lieu of foreclosure and it being reported to the credit bureau. It was agreed at the last Board Meeting that the owner would be responsible to pay for the costs of deeding it back and it would have to come with clear title. If title is not clear the owner is responsible for the that cost to get it cleared. This process would save the resort some money compared to the foreclosure costs.

Policy & Procedures Manual for Resort & Staff: Rick has presented a very detailed manual for everyone's review. Sandy has provided some additional information that Rick will add to the manual. Mike asked that everyone provide an additional information they feel is needed by Friday, March 2nd, 2018 so that the manual can be approved at the April meeting. The purpose is to lay the ground work of the April workshop and achieve finalization at May workshop.

Reader Board: Gloria apologized for not having this complete yet with staff being out on maternity leave. Hopefully in March will get Rick a draft of the language for the reader board.

Website Cost: A draft of the new website should be available for viewing sometime end of next week. The Board would like to see an owners page still being available. Also the possibility of sharing weeks that may be up for sale besides the foreclosure ones that are advertised. This could possibly get more people in front of Joann.

December Board Walk Around & May Workshop: During the December walk around and discussions there were some items of discussion such as crock pots, bigger frying pans, bigger casseroles dishes. Crock pots have been purchased and need to be added to the inventory list so guests are aware. Rick will provide an update from his December board walkaround. Mark agreed to add to the inventory list stating they are available and can be asked for in the office.

May workshop will be set for Wednesday, May 23rd while Mike & Sandy are in-house. Flo & Jay will also be able to attend Rick will dial in. Meeting to start at 9:30AM then break for the hot dog roast and if need be resume afterwards.

Old & New Business: Mike reminded the Board that he and Rick wanted to make sure that the roof line item on the reserves keeps a sufficient amount for next couple of years as the time is coming to replace the roof to avoid a special assessment.

Any Additional Matters That May Come Before the Board: Mark shared that he has applied for medicare and Marta will be going on Cobra till August. When Mark took the position back in 1986 it included health insurance for himself & his wife. With Mark going off the health insurance plan through VPM it will save the resort over \$200 per month. Mike Shestok made the motion to approve reimbursement to Mark Bodine of \$210 towards his medicare and supplement plan, seconded by Rick DeJong, motion carried.

Date of Next Board of Directors Meeting is set for Thursday, April 19th at 5:00PM