

REVISED 02/25/19 8:24AM

CAMARON COVE RESORT
BOARD OF DIRECTORS MEETING
THURSDAY, FEBRUARY 21ST, 2019
5:00PM

AGENDA:

Approval of Board Meeting Minutes: January 24th, 2019 and December 6th, 2019 Meeting with Brian Deeb
Sliding Glass Door & Windows for the 01, 08, 04, 05 Rooms
Lighting for the Rooms Kitchens & Bathrooms
Atrium Aluminum Rails Payment
Resort Fire Inspection, Letter to Fire Marshall, CPR and Defibrillator Class & Certification.
2018 Audit, Income Taxes, BP Oil Spill Settlement
Homeowner Correspondence
Foreclosures
Pool Umbrellas & Security.
Policy & Procedure Manual
May Workshop
Any Other Matters That May Come Before The Board

ATTENDEES:

Mike Shestok, President
Sandy Farrell, Vice President
Jay Cooper, Secretary/Treasurer
Rick DeJong, Director
Flo McGee, Director
Mark Bodine, VP of VPM
Gloria Weir, General Manager VPM
Roxanne Gruver, Asst to Mgt at CC for VPM
Marta Juhasz, Owner

The meeting was called to order at 5:02PM.

1. Approval of Board Meeting Minutes: January 24th, 2019 and December 6th, 2019 Meeting with Brian Deeb: Mike Shestok asked the Board Members if they had any questions or changes on the January 24th, 2019 minutes. None were made at which time Flo McGee made the motion to approve the minutes, seconded by Sandy Farrell, motion carried.

With regards to the December 6th, 2019 meeting with Brian Deeb Mike Shestok asked each board member their thoughts about approving them tonight or waiting till after the attorney package is received in April. Gloria Weir explained that the Board can meet with legal counsel without having to call a Board Meeting. At this time Sandy Farrell made the motion to approve the December 6th, 2018 meeting minutes with Brian Deeb, legal counsel, seconded by Rick DeJong, motion carried.

Mike Shestok also asked the other Board Members if they felt an appraisal was needed. It was decided that one is not needed at the present time.

2. Sliding Glass Door & Windows for the 01, 08, 04, 05 Rooms: Mark Bodine had sent the Board a copy of the revised contract prepared by Brian Deed which incorporated Phase 2 of the sliding glass door and window project. Sandy had called Mark to discuss and clarify some of the contract language at which time Mark sent her a copy of the Dynamic's

proposal. There are a few items missing from the revised Brian Deed contract along with certain dollar amounts and description of work missing from Dynamic's proposal. Sandy Farrell stated that the Deeb contract and Dynamic's proposal have to merge and cover all matters including permitting, storage bins and repair items after installation. Rick asked that Dynamic's proposal also be sent to all Board Members for their review as well. Mark Bodine will work with legal counsel on getting the contract revisions together and submit back to the Board. Mike Shestok asked that the Board reply within 48 hours of receiving the revisions so that the contract can be signed. This can be done by email (contract is privacy protected) unless there is something major that the Board would have to discuss. The proposed amount of \$349,000 for Phase 2 of this project was approved at the January 24th, 2019 board meeting subject to completion of the Phase 2 contract prepared by legal counsel.

3. Lighting for the Rooms Kitchens & Bathrooms: Mark Bodine felt this was a great decision by the Board of Directors. Floors 3,4 & 5 are complete with new lighting in the kitchens and bathrooms and the 1st & 2nd floors should be completed within the next two weeks. During the installation the electrician has been inspecting the breaker panel box and fixing any issues that they may see.

4. Atrium Aluminum Rails Payment: Mark Bodine is obtaining quotes on replacing the shingle portion of the roof over the office. Once that project is complete that amount will be deducted from the final payment due to the company who installed the atrium rails and send the final check. During the installation of the railings materials were spilled on the shingle roof.

5. Resort Fire Inspection, Letter to Fire Marshall, CPR and Defibrillator Class & Certification: A letter was sent to the fire marshall expressing the items that have been attended to on the list of deficiencies. In the future any correspondence to the fire inspector should have both Mark & Jay's signatures so that the Board involvement is shown on this key issue/concern. Items that are still in need of attention are stairwell doors outside units 01 & 008. Also the laundry room entrance needs to be addressed since the fire marshall has stated he thought a door was needed but was checking to see since the room has fire sprinklers if that can be avoided.

The staff has completed the CPR and Defibrillator Class. Mark Bodine will be taking the staff out for lunch as a thank you for getting certified.

6. 2018 Audit, Income Taxes, BP Oil Spill Settlement: Mark has dropped off the yearly data to Ken Kandefers office for their audit completion along with tax preparation. This should be completed by April 15th, 2019. Back in June of 2016 Camaron Cove received \$73,645.,72 from the BP Oil Spill. Recently Mark Bodine received notice that there still funds to be disbursed to Camaron for \$2,225.15 of which they take legal fees of \$536.29 netting Camaron Cove \$1,688.96. Those funds will be placed in the cash in bank maintenance account that is holding the proceeds from the original check issued from BP. Mark did state that there will be tax that will need to be paid on the extra funds received.

7. Homeowner Correspondence: A homeowner had brought some matters to the Board's attention during the Annual Meeting. It was agreed to put a letter together and send to the owner. Rick DeJong drafted the letter and it will be signed by Mark Bodine & Jay Cooper and sent to them. Matters that were brought up were pool temperature, security peephole, wire shelving and bedroom dresser.

8. Foreclosures: Gloria Weir mentioned that over the next week she will send the Board the list of foreclosures with the dates that they actually foreclosed so they can see how long they have been on inventory. It was agreed to leave the two week 50's at \$995 until April 1st.

Mark has been asked to prepare a report first week of April showing how many delinquent accounts there are and send to the Board. Within the next week Mark will send another notice to the accounts that are not paid and on April 1st the \$25.00 late fee is added. Sandy Farrell thought the fee could be raised but it was explained that the raising of the late fee

is governed by Florida Statute. In April any accounts delinquent will be sent to the attorney's office. At that point any additional costs incurred will be added to the owners file and they are then responsible to pay that amount.

9. Pool Umbrellas & Security: At the Annual Meeting it was discussed about the possibility of purchasing two umbrellas and stands for the pool area. With the sun and people's concerns about skin cancer it would be a great idea to have. Mark Bodine will look into the purchase of the items and see how it works out since some are concerned about the homeowners/guests putting the umbrellas down and the concern about wind blowing them into the pool or onto people's cars.

Rick DeJong brought up the fact that during his stay he noticed people in pool that were not staying at the resort. When he tried to reach out to night staff/security it took a little time for them to respond. This has been an ongoing concern. Rick suggested that the staff possibly have a report and show times they walked the property to inspect at night. The discussion continued with the possibility of installing gates at the pool, beach entrance and parking. Mark Bodine will get more information from a security company along with the City of Indian Rocks and report back to the Board.

10. Policy & Procedure Manual: Rick DeJong expressed that he had not rewritten the policy regarding beach policy but wanted to at least get policy #4 approved. Policy and Procedures CCR4:

Policy: It is the policy of Camaron Cove Resort (CCR), its BOD, and managers of VPM that timely, respectful and informative communication with homeowners is considered vital to the ongoing operation of CCR.

Procedure:

Letters from homeowners to VPM and/or the BOD are forwarded to the BOD immediately upon receipt by the manager of CCR. A response to the homeowner(s) from the manager is sent to acknowledge that their letter has been received and that the BOD will consider the matter at the next BOD meeting. Once discussed and actions approved by the BOD, the BOD secretary, or designate, will prepare a draft response and send to the BOD for their input and discussion. At the next BOD meeting, the final response letter will be discussed, amended or approved. The BOD secretary, or designate, will ensure that the final letter will be sent to the homeowner.

Flo McGee made the motion to approved Policy & Procedure CCR4, seconded by Sandy Farrell, motion carried.

11. May Workshop: Both Mike Shestok & Sandy Farrell will be at resort during the dates of May 11th – May 25th. Wednesday, May 22nd at 10AM is going to be the date of the on-site workshop.

12. Any Other Matters That May Come Before The Board: Mike asked Mark to share with the Board about the defibrillators. It seems the one on the bottom floor the case is beginning to rust. Mark will sand it down and paint it. It was asked of Mark how the sports equipment is coming along. The corn-hole game is used often to where the sea turtle image is wearing.

Mark Bodine also shared that Roxanne Grover has been approached about service animals and pet owners not disposing of the animal's duties. Mark will purchase a pet pedestal drop that also provides bags. It will be installed on the north end of the property.

Next Board meeting will be Thursday, April 18th at 5PM.

Mike Shestok made the motion to adjourn the meeting, seconded by Flo McGee, motion carried.