

CAMARON COVE RESORT
BOARD OF DIRECTORS MEETING
WEDNESDAY, DECEMBER 2ND, 2020 AT 10:00am

Notice duly given: a meeting of the Camaron Cove Board of Directors was called to order on Wednesday, December 2nd at Camaron Cove Resort, 2402 No. Gulf Blvd., Indian Rocks Beach, FL 33785. Present in person were Sandy Farrell, Vice President; Jay Cooper, Treasurer; Flo McGee, Director; Mark Bodine, VP of VPM; Marta Juhasz & Anna Bennett of Juhasz Cleaning and Max Klugman of Klugman Enterprises. Present via conference call was Rick DeJong, Secretary; James Valente, President of VPM & Gloria Weir, General Manager VPM.

Sandy Farrell asked if everyone had a chance to read the minutes of October 22nd, 2020. Flo McGee had not reviewed them yet. Jay Cooper had briefly reviewed and with Rick & Sandy's changes were alright with the minutes. Rick DeJong made the motion to approve the October 22nd, 2020, Sandy Farrell seconded, motion carried.

Furniture, Fixture & Equipment Update: Mark Bodine stated that the FFE approved by the Board has been completed. All FFE projects are completed except for the arm covers. There are two invoices: one being from Klugman Enterprises for \$15,999.75 and the other for the dumpsters to remove the old tile & carpet, which should be around \$3,000. Mark stated that Capri would be sending a crew this coming Saturday to change the cushions on the couches & loveseats to a firmer cushion. The arm covers were discussed and then examined by Sandy, Marta & Anna from a sample that Max had provided. The price is \$26 per set. Rick felt that they (it) would help prevent the arms of the furniture from getting soiled, but that extras should be ordered. The cost for 80 sets would be \$2,080 plus tax and shipping. Rick DeJong made the motion to purchase 100 sets of arm covers for a cost of \$3,000, Sandy Farrell seconded, motion carried.

Next discussion was the Enhancement Suggestion List (see attached) that Rick had prepared and asked everyone for their input as to their highest priorities. The item with the highest priority (most concern) was the shelving in the closets along with painting. Mark to get quotes from painter/contractor for doing the shelving and painting of the whole unit instead of doing separately. Next items were living room drapes, repaint the units, repair popcorn ceilings appliances, possible walk-in showers, roof, bbq's, bedroom furniture, etc. A list of enhancements available at the resort. The Board asked Max Klugman to price out the curtains, art work and bedroom furniture. Rick requested that Max do the proposal for the bedroom furniture in three price segments:

- A) dressers & mirrors,
- B) dressers, mirrors and nightstands
- C) dressers, mirrors, nightstands and then headboards.

This way, with other items on the list, the Board can decide what other enhancements can be completed at one time or be completed over two years.

Mark stated that the whirlpool needs to be resurfaced and cost should not be over \$4,000. Rick suggested that when new BBQ grills are purchased to look at stainless steel ones. Sandy mentioned that there are some cracks in the grout lines around the pool that need attention.

Mark stated that when new appliances are ordered they will be in white compared to the bisque color that used to be previously ordered, but hard to come by anymore.

Rick then discussed the suggestion about walk-in showers in the master bathroom. Rick asked Gloria if they had shower enclosures or tile at her resorts. The Gulf Stream resort did tile bathrooms along with a bench. Rick mentioned about better lighting in the shower area. Also, since taller toilets is on the list, to try and get a

price to do everything at one time including replacing chrome faded faucets in the bathrooms.

Roof replacement. There is currently \$182,500 set aside in the reserves for the roof replacement. Rick recommended adding an additional amount in the reserves for the roof for 2021. Painting the picnic area and new lighting installed and flooring painted. Rick also recommended replacing the non-stick frying pans.

Recovering of dining rooms chairs is an item that Max Klugman was asked to add to his proposed list for pricing.

The suggestion list will also be given to the new Board member on Saturday once the election is announced. At the January Board meeting, which will be Thursday, January 21st, Mark will have some costs for the items that were on the enhancement suggestion list.

Everyone commented on how well the Furniture, Fixtures, Equipment Letter was written by Rick.

With regards to the Policy & Procedure Manual Rick stated that Policies 3, 5, 7, 8, 9, 10 & 11 have not been approved yet. He requested that at the Board Meeting after the Annual Meeting that the Board try to approve some of them. After the meeting the P/P manual will be provided to the new Board Member.

Rick & Sandy had thought that an email blast had gone out last month pertaining to a COVID update, service/emotional animals. Rick had written up an email blast, but Gloria thought there was a concern about the language about emotional animals. That part of the blast will be sent to Brian Deeb for his review. Gloria requested that Rick send the sample email blast to her. Once email blast is approved Flo suggested to put it on the website or at least have a link in the email blast so the owners could read the policy about the animals. Gloria did state that the cost of the constant contact is now at a \$100 per month.

Anna Bennett of Juhasz Cleaning explained in detail what is being done currently due to the COVID. They are spraying and wiping down all surfaces with a 99% disinfectant. Because of the process it is taking a little longer so the resort is sticking strictly to the no early check-in.

Opening up the Beach Club use by the Owners was discussed. Due to the increase in Covid Cases in the area and Florida, the Board decided that the Beach Club still be closed for owner use. Also to continue not having the coffee & donuts and hotdog cookout. It was suggested to supply the residents at check-in with a Welcome Back Gift Bag with popcorn, coffee & tissues. At the January meeting the gift package will be reviewed.

Sandy discussed a Annual Bonus for housekeeping. Last year housekeeping received \$2,000 bonus for their hard work cleaning the resort. Marta has around 12 to 15 employees working Saturday to clean the resort. Sandy made a motion to give Marta Juhasz Cleaning a bonus of \$2,000 plus \$100 to be given to each of her employees, seconded by Jay motion carried. Rick will write a letter of appreciation to Marta.

Sandy and Mark went over the resort financial status. There is \$452,000 currently in the reserves. There is still some expenses from the FFE project waiting on the final bills to be paid from reserves. The balance in the operating maintenance account is \$441,000 that is used to pay the monthly invoices to operate the resort. That amount includes the BP lawsuit settlement of \$75,315.

Sandy stated that with the addition of \$326,000 in the reserves for 2021 the resort should have \$579,000 in reserves to use for future renovations to the resort. That was the reason the Board had Rick prioritized the items for future updates.

Sandy said that the resort had a reserve study done recently. The Board & VPM felt the reserve study was not

an adequate study for renovations at the resort for the results and cost. The last reserve study was 2017. Sandy stated it was the responsibility of the Board to discuss a reserve study and that the next reserve study could be put off until 2022.

Mark Bodine said the resort pays the real estate taxes in November each year to get a 4% savings. Real Estate taxes were higher than expected and there were not enough funds in the real estate tax account. Rick made the notion to approve the transfer of \$4,500 from the depository account into the tax account to pay them in November for the savings, seconded by Flo, motion carried.

Mark discussed the delinquencies and foreclosures. Currently there are 14 unit weeks for the non-judicial foreclosure with attorney, Brian Deeb, that have not paid the 2020 fees. Once the weeks are foreclosed the list will be given to VPM who will send a report to the Board for the pricing of the inventory.

Sandy and Mark were concerned about the homeowner payments for 2021 because of the Covid virus. Cases are on the increase and homeowners from Canada & Europe are not able to travel at this time. Homeowners who put their weeks up for rent are not very successful because owners and guests are not traveling or renting because of the Covid. Sandy suggested renting the weeks for the maintenance fees. Mark said that they quote the full rental amount, but try to negotiate a better amount to get the homeowners yearly fees paid. We do offer a 3 part payment plan for paying the yearly assessments. Payments are January, February & March. Last year the Board extended it because of the Covid.

Zoom Board Meetings was the next topic. The Board discussed having Zoom Board Meetings in the future. The resort does not have a computer or tablet with a camera for Zoom meetings. Sandy suggested purchasing a computer or tablet. Rick thought the decision should be made at the December or January Board Meeting with the new Board Member involved in the purchase of the computer.

Sandy made a motion to approve purchasing a computer with a camera for Zoom meetings in the amount of \$2,000. Also the purchase of Zoom professional subscription. Motion was seconded by Flo, motion passed with three Boards, one opposed.

Homeowner correspondence. Rick responded to a letter from a homeowner. The Board approved sending out the response.

Annual Homeowners meeting agenda was discussed. There will be three meetings. Budget Meeting to approve the 2021 budget. Annual Homeowners meeting to elect a new Board of Directors and vote on the 2021 reserves. Then a Board of Directors meeting to elect offices and any other matter that come before the Board. Sandy suggested adding a moment of silence for Mike Shestok and reflect on the devastating past year for our homeowners.

Sandy discussed with the Board brain storming questions that the homeowners might ask the Board such as Beach Club closed to the homeowners, housekeeping cleaning, do homeowners have to pay their assessments if they cannot use their week, comparison of yearly assessments at Camaron Cove Resort compared to other resorts. Board also to discuss the FFE past & future renovations.

Sandy asked if there were any additional items to discuss by the Board at this time. Staggered Board terms were discussed. Attorney, Brian Deeb, wrote a paper to the Board on this matter. This matter was tabled to a future meeting. Rick suggested that in the future the Board get the Annual Newsletter mailed to the Board early so they can approve a final copy before it being sent out with the Annual Meeting materials. Rick also wanted to recognize the resort staff. Mark stated the bonuses for the staff are included in the yearly budget. Rick made

a motion for having a lunch for the staff in the amount of \$100 to show the Board's appreciation for their hard work over the year. Seconded by Sandy, motion carried.

Jay suggested the Board think about what positions they want before the Annual Meeting.

Next Board Meeting after the December 5th, 2020 meetings will be Thursday, January 21st at 3:30PM. Time is subject to change once the Board Members are in place.

No other matters came to the Board at which time Jay Cooper made a motion to adjourn the meeting at 1:52PM, Sandy seconded, motion carried.