

Turtle Inn Beach Club  
Board of Directors Meeting  
Minutes

Date: September 14, 2019

Time: 9:00

Call to order

1. Welcome to owners & accept their comments
  - Limited to two minutes per owner
  - One prospective owner present.
  
2. Approval of minutes from August 4, 2019 meeting
  
3. President's Report:
  - Survived Hurricane Dorian with NO damage
  - Clean & Seal of pavers – Ben has not been here yet.
  - Elevator Cab Renovations – ready to be scheduled
  
  - Walkway Tile Replacement – ready to be scheduled
  - Requested to set aside agenda and resolve the vacant board position. Appointed Rochelle Burdette to fill this position.
  
4. Supervisor's Report:
  - Electrical Issues in some units-repaired
  - Casserole Dishes – Mary ordered
  - Special Assessment – Update on receipts and comments
  - Foreclosures- update given
  - Update on any staff situations – Workers Comp Claim
  
5. Treasurer's Report:

<b>Treasurer's Report</b>					
<b>September 14, 2019</b>					
	<u>09/01/2018</u>		<u>09/01/2019</u>		<u>+/- 2018</u>
Paid Owners	1423		1383		-40
T.I. Owned Units	471		503		+32
Delinquent Owners	95		103		+8
Total	1989		1989		
Bank Account Balance	As of	09/13/2019			\$287,548.91
<b>Edward Jones CDs</b>					
Date	Amount	Account	Term	Matures	Rate
4/26/19	\$100,000.00	Reserves	6 Months	10/28/19	2.40%
4/26/19	\$50,000.00	Reserves	6 Months	10/28/19	2.40%
7/19/19	\$100,000.00	Reserves	6 Months	1/24/20	2.05%
8/09/19	\$100,000.00	Assessment	3 Months	11/14/19	1.95%

9/03/19	\$100,000.00	Reserves	6 Months	03/13/20	1.85%
<b>2019 Special Assessment Based on 1486 Owners</b>					
<u>Date</u>	<u>Collected</u>	<u>Open Balance</u>	<u>Expenses</u>	<u>Available</u>	<u>Total to be collected *</u>
9/01/2019	\$193,670.80	\$103,629.20	\$26,792.00	\$166,878.00	\$297,300.00
					*If all 1486 pay
		<b>August 2019</b>			<b>YTD 2019</b>
Total Miscellaneous Income		\$12,632.79			\$114,202.93
• Rental Income Turtle Units		\$12,599.99			\$62,417.99
• Rental Income – Turtle Fees **		-\$3,185.20			\$7,830.12
• 2019 Sales YTD (Sept. 01)		Unit/Weeks 22			\$19,916.00
** Refunds due to the storm created a minus					
<b>Reserves as Reported by DJB Accounting (08/31/2019)</b>					
			<u>Expenses YTD</u>		<u>Balance</u>
Roofs			\$5,583.25		\$89,766.45
Painting & Waterproofing Exterior			\$0.00		\$17,014.36
Pavement/Resurfacing			\$0.00		\$16,255.12
Unit Interiors			\$0.00		\$156,157.07
Building Structure & Exteriors			\$17,627.37		\$9,372.63
Mechanical & Electrical			\$6,459.71		\$39,144.37
Elevator Upkeep & Modernization			\$1,400.00		\$32,342.72
Pool, Spa & Site Improvements			\$0.00		\$18,000.00
<b>Total</b>			<b>\$31,070.33</b>		<b>\$378,052.72</b>
	<u>Submitted</u>	<u>Deeded Back</u>	<u>Sold</u>	<u>Paid</u>	<u>Cost</u>
Foreclosures	15*	0	3	1	\$0.00
* One of 15 in bankruptcy & removed					
Cook Out	Through Week 1-34			\$2,607.10	

#### 6. Maintenance Report:

- Report from Patrick filling in for Bruce
  - Prepared report given. Specific info given in regards to Hurricane prep and additional steps taken.
  - Need a volt meter and a voltage regulator meter. Need to change outlets for AC's and some regular outlets
  - Suggested: Make some storage where trash chute used to be.

#### 7. Housekeeping Report:

- Report from Chris filling in for Patty
  - Suggestions on efficiency given for staff
  - Laundry suggestion given

#### 8. Old Business:

- Contract with interior designer for room upgrades – Presentation by Tony, Interior Decorator followed by recommendations with partial proposal
  - Interiors – vinyl plank flooring throughout except in kitchens and baths

- Kitchen counters – Discussion of different types and recommendations
- Drapes – Suggested durable materials that will resist moisture. Reusing tracks.
  - Will get price for studios.
- Bedroom Lamps – Discussion of rust on stands
- Sleepers Sofas and Lounge Chair Replacements – Discussion on types
- Slight color change from orange to coral in the rooms that have the orange.

Recommend – Priority would be floor and curtains

- Proposed: To accept proposal to do flooring (keeping existing tile in kitchens and baths. Will also do curtains at this time.
  - Moved by Rochelle seconded by John to proceed with this. Motion passed unanimously!
- Automated Program from RDP for office management – Meeting with RDP presenter. Information given. Motion to proceed. Implementation date to be determined after John gets in touch with RDP and they contact Mary. Seconded by Bob. Motion passed unanimously.
- John will draft a letter to owners coming in to use their rooms concerning the work being performed over the next few months. Work will include walkways, room interiors, pool furniture and elevator. Will also post this on Facebook and on the website.
- Pool Furniture and umbrellas  
Color options presented. Will purchase 11 umbrellas, 26 chase lounges and 36 dining chairs. This is adding two additional tables (below) and 8 chairs. No change in the number of chase lounges. Motion by John seconded by Bob. Motion passed.
- New Pool Area Tables  
Motion to purchase two (or three if one needs replaced) concrete tables for pool area. Bob moved, John seconded. Motion passed.
- New Balcony Furniture  
Will be looking for quality, suitable resin plastic chairs for the balconies.
- Pillow replacement – Need to find Serta “Sertapedic” Firm, not Extra Firm and order them. Will work on this between meetings.
- Letter to owner with issues... John to draft letter with our considerations.

#### 9. New Business:

- Owner issue addressed in regards to Hurricane issues.
- Propose budget for next year – Moved by John, second by Rochelle to accept budget.
- Prepare everything for Annual Meeting Mailing
- Propose size of board for next year – Board suggested maintaining the board size at 5.
- Frequency of meetings next year – Every Other Month continues. Board members will visit more frequently if needed.
- Pay for Patrick – He has reached the end of his probationary term. Approved the adjustment to his pay per policy. This is retroactive to August 26<sup>th</sup>. Motion passed.
- Bonuses for staff for third quarter – Decided
- Laundry Equipment for housekeeping – Lease vs. Purchase – Voted to purchased. Will work on this between meetings while waiting on estimate then vote by email.
- Elevator Refurbish – Accept the proposal with the prior selections for interior. Small adjustment made for handrail. Moved by John seconded by Bob. Motion passed.
- Will develop a flyer for use at check in concerning our Online Presence
- Hiring of CAM Licensed Manager on PT Basis. Phillip will contact Daytona State College and FL Board of CAM for potential candidates.
- Christmas Party for staff – Discussion. To be reviewed at next meeting.
- Open for new business

**Tabled for a future meeting due to time constraints:**

- New Mattresses for all beds

10. Social Media Update: Linda Jeffries

11. Public Relations Report: John Caupp

12. Future Meetings

- November 9<sup>th</sup>, 2019

Meeting Adjourned – 4:55