

Approved 10-12-2009

**CLUB REGENCY OF MARCO ISLAND  
CONDOMINIUM ASSOCIATION  
BOARD OF ADMINISTRATION TELECONFERENCE MEETING  
FRIDAY, JULY 17, 2009**

The meeting was called to order at 9:00 a.m. by President Ralph Pearman in the office at Club Regency of Marco Island, Marco Island, Florida. Board members in attendance via telephone were: Jan Brehm, Jim Chinavare, Judge Pearman, Dr. Pineno and Arnold Zimmerman. Attending from Hilton Grand Vacations were: Tony McHugh – Resort Manager, Joan Paquette – Assistant to the Resort Manager, Brian Podolak – Senior Maintenance Technician, Lael Kilpatrick – Regional Manager Resort Operations, Neil Hutchinson – Sr. Director Association Management Services ( via telephone) and Riki Martin – Administrative Assistant and Acting Recording Secretary for this meeting.

**APPROVAL OF PREVIOUS MINUTES**

**MOTION was made by Dr. Pineno and seconded by Ms. Brehm to approve the minutes of the March 27, 2009 meeting as corrected.** Ms. Brehm voted aye, Mr. Chinavare voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

Ms. Kilpatrick will provide an update on the by-law changes regarding board term limits at the budget meeting. Current board members are allowed to complete their term.

**PROPOSALS & DISCUSSIONS**

**A. New Landscaping Company**

The board members reviewed the landscape contract presented by Girard Environmental Services. They did not want to sign a three year contract and did not agree with the extra services pricing. They are pleased with the services provided by Villagomez Lawn Service **MOTION was made by Dr. Pineno and seconded by Ms. Brehm to remain with Villagomez Lawn Service.** Ms. Brehm voted aye, Mr. Chinavare voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

**B. Website Information Waiver**

The board members agreed to sign the unanimous written consent of the Board of Administration regarding posting Association records on the Internet including, without limitation, the governing documents for the Association: reservation procedures; owner meeting notices, agendas, proxies, minutes and related materials: Board meeting notices, agendas and minutes; billing letters and budgets (collectively, “Association Records” and posting of the contract information of each director, including names and addresses. They deleted the inclusion of their personal email addresses and phone numbers. Resort Manager Tony McHugh will be the resort contract on the website.

### **C. Tennis Court Benches**

The board member reviewed the options available for replacing the tennis court benches. **MOTION was made by Mr. Zimmerman and seconded by Ms. Brehm to purchase 4 tennis court benches from ivgstores in the amount of \$869.50 plus tax.** Ms. Brehm voted aye, Mr. Chinavare voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

### **D. Room Safes**

The Board was in agreement to postpone discussion on the room safes to the budget meeting. Brian and Tony will provide suggested locations for the safe to be installed at that time.

### **E. Boardwalk Locks**

The board members reviewed the proposals for a boardwalk lock. **MOTION was made by Mr. Zimmerman and seconded by Ms. Brehm to purchase the boardwalk lock from Affordable Fence with 5 button push button lock marine grade in the amount of \$1,580.00 plus tax.** Ms. Brehm voted aye, Mr. Chinavare voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

### **F. Phone System**

After reviewing the proposals presented by AZTEK Communications and Florida Communications Consultants. The board asked Mr. McHugh to contact Florida Communications Consultants for a bid on installing a call accounting system, new phone panels, high speed computer hook-up and new telephone wiring. Tony will invite Steve from Florida Communications to the budget meeting.

### **G. Second Full Time Maintenance**

Olaf Morejon is currently working 26 hours at Club Regency and 14 hours in the maintenance department at The Charter Club of Marco Beach®. Management would like to offer a full time position to Mr. Morejon at Club Regency. In order to save the Association money Mr. Podolak completes as many projects in-house as possible and would welcome the additional help. **MOTION was made by Mr. Zimmerman and seconded by Dr. Pineno beginning September 1, 2009 to offer Olaf Morejon full time employment.** Ms. Brehm voted aye, Mr. Chinavare voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

### **H. Other Issues**

Mr. Zimmerman has reconsidered his decision to resign from the Board of Administration and will complete his term on the board. In the future his wife's health issues may limit his time on the board. The board members expressed the need

for Mr. Zimmerman's CPA knowledge on the Club Regency Board of Administration.

Mr. Zimmerman expressed his concerns that the draft audit was not sent to him to review. In past years Jennifer Coleman from Myers, Brettholtz & Company has provided Mr. Zimmerman with the draft. Ms. Kilpatrick apologized for the error and stated that next year we will make sure Mr. Zimmerman receives the audit in advance. Judge Pearman will sign off once he has gotten approval from Mr. Zimmerman.

## DELINQUENCY REPORT

### Summary of Accounts June 2009

	Number of Accounts	Outstanding Balance
Lien Action	0	\$
Foreclosure Action	37	\$49,346.97
Other Action	3	\$10,049.68
Legal Action on Hold	0	\$
Association Owned Weeks	<u>9</u>	<u>\$25,522.67</u>
Total	49	\$84,919.32

## PROPERTY REPORT

The board reviewed the property report.

The manufacture representative was at the resort on July 13 to inspect the carpet stains and will prepare a report for Club Regency.

Ms. Kilpatrick invited Jennifer Guttuso from the Collier County Health Department to the July managers meeting to discuss changes to pool/spa regulations. Mr. McHugh will provide an update on pool/spa regulations at the budget meeting.

Ms. Brehm has contacted Frazee Inc. regarding the installation 16 master bath shower doors that were not the same quality of the shower door installed in the model unit. Frazee Inc. has agreed to take out the present doors and install new shower doors at a cost of \$554.80 per door. **MOTION was made by Mr. Zimmerman and seconded by Dr. Pineno to approve the proposal in the amount of \$8,876.80 from Frazee Inc. to replace the 16 shower doors from phase one bathroom renovations.** Ms. Brehm voted aye, Mr. Chinavare voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

**FINANCES**

Ms. Kilpatrick will contact Chris Van Ruiten of Comerica Securities regarding short term CD's of 12 months or less and report to the board.

**ADJOURNMENT**

**MOTION was made by Dr. Pineno and seconded by Ms. Brehm to adjourn the meeting.** Ms. Brehm voted aye, Mr. Chinavare voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

**Meeting adjourned at 11:25 a.m.**