

**CLUB REGENCY OF MARCO ISLAND  
CONDOMINIUM ASSOCIATION  
BOARD OF ADMINISTRATION MEETING  
WEDNESDAY, MARCH 3, 2010**

The meeting was called to order at 9:15 a.m. by President, Ralph Pearman at the Club Regency front office, Marco Island, Florida. Board members in attendance via telephone were: Ms. Brehm, Dr. Pineno and Mr. Zimmerman. Judge Pearman and Mr. Lee were at the Club Regency front office. Attending from Hilton Grand Vacations (HGV) were: Anthony McHugh – Resort Manager, Lael Kilpatrick – Regional Manager Resort Operations and Riki Martin – Administrative Assistant and Acting Recording Secretary for this meeting. Also in attendance was Club Regency owner, Rick Cole.

**APPROVAL OF PREVIOUS MINUTES**

**MOTION was made by Dr. Pineno and seconded by Mr. Zimmerman to approve the minutes of the 9:05 A.M. Board of Administration meeting held on January 8, 2010.** Ms. Brehm voted aye, Mr. Lee voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

**MOTION was made by Dr. Pineno and seconded by Mr. Zimmerman to approve the minutes of the 11:30 A.M. Board of Administration meeting held on January 8, 2010 as amended.** Ms. Brehm voted aye, Mr. Lee voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

**PROPOSALS & DISCUSSIONS**

**a. Guest Bathroom Renovations**

**MOTION was made by Dr. Pineno and seconded by Mr. Zimmerman to accept the proposal from Frazee, Inc. to renovate 16 guest bathrooms in C & D buildings plus one first floor unit in the E building not to exceed \$115,000.00.** Ms. Brehm voted aye, Mr. Lee voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

The board members thanked Ms. Brehm for all of her work on the bathroom renovations.

**b. Murton Roofing Proposal**

Tecta America formerly Murton Roofing provided proposal for the following scope of work.

1. Provide and install new screen as needed in the soffit on Building C.
2. Provide and install new fastening for loose wood soffit.
3. Provide and install new wood soffit if existing is loose and deteriorated.
4. Prime and paint new wood soffit as needed.
5. Wire brush loose rust from the gulf side drip edge on Building E.
6. Remove one piece of deteriorated drip edge.
7. Provide and install a new piece of drip edge.
8. Install primer to the prepared drip edge on Building E.
9. Install paint to the drip edge on Building E.

Resort to supply paint and primer for the work submitted.

**MOTION made by Mr. Zimmerman and seconded by Dr. Pineno to authorize the repairs by Tecta America (formerly Murton Roofing) in the amount of \$1,280.** Ms. Brehm voted aye, Mr. Lee voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

**c. Clubhouse Television**

The board was in agreement to postpone the purchase of a television for the clubhouse until the living room units are refurbished.

**d. On-line Mailing and Voting**

Ms. Kilpatrick discussed on-line voting and electronic mailings. Eagle's Nest has sent their annual meeting mailing through Nordis Direct this year. The process would be to send by paper, a link to a personal URL (Uniform Resource Locator), also called a PURL, which would allow the owners to vote on-line. In addition to capturing voting details, owners would be asked to verify their email address and if they want to receive future communications electronically, annual meeting minutes, newsletters, welcome letters, etc. Email capture will decrease mailing/printing costs for future mailings and newsletters. If the email is not opened after 10 days, a hard copy will automatically be sent.

Mr. Lee had a concern with the owner's information being sold and receiving junk email. Ms. Kilpatrick will provide the board with a written statement that Nordis Direct will not sell Club Regency owner's names. **MOTION was made by Mr. Zimmerman and seconded by Ms. Brehm to approve online voting.** Ms. Brehm voted aye, Mr. Lee voted aye, Judge Pearman voted aye, Dr. Pineno voted aye and Mr. Zimmerman voted aye. **Motion carried unanimously.**

**DELINQUENCY REPORT**

**Summary of Accounts**

February 2010

	# of Accounts	Outstanding Balance
Lien Action	0	\$
Foreclosure Action	9	\$ 22,738.38
Other Action	3	\$ 10,697.08
Legal Action on Hold	0	\$
Association Owned Weeks	9	\$ 12,670.44
<b>Total</b>	<b>21</b>	<b>\$ 46,105.90</b>

Ms. Kilpatrick will check with Attorney Michael Belle regarding release of stay on owner Rafael Hernandez units E101/25 and E101/26 which is in foreclosure. The cost is approximately \$900 per unit.

#### **QUALITY ASSURANCE AUDITING PROCESS**

Hilton Grand Vacations is launching a new quality assurance auditing process this year, with the goal of continually improving your vacation property and the guest experience.

The process is designed to facilitate the sharing of best practices from resort to resort. Initially, the program will focus on rating the physical aspects of the properties, such as unit interiors, amenities, grounds and offices. We plan to have each resort audit conducted by members from a sister property.

Judge Pearman suggested that the resort manager should stay on site in a unit with their family during super maintenance week, so they can understand some of the problems of living at Club Regency. Both Ms. Kilpatrick and Mr. McHugh agreed with his idea.

#### **RCI & OWNERS COMMENTS**

The board reviewed the RCI and owners comment cards.

Mr. Lee suggested adding an email address to respond to the comment cards. The board was in agreement to have Tony respond to the comment cards.

#### **PROPERTY REPORT**

- Landscaping has been completed by front entry fence.
- Wireless has been upgraded and the antenna moved to E208.
- Spa is working well.
- To comply with newest health department code a fence has been installed around pool equipment.
- When proposals for hand rail adjustment and club house steps are received Tony will forward to the board members.

The board asked Tony to inquire to the cost of using the local fitness centers.

Teleconference meeting is scheduled for June 9 @ 9:00 a.m.

The board members welcomed Mr. Lee to the Board of Administration.

#### **ADJOURNMENT**

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

**Meeting adjourned at 10:30 a.m.**