

Approved March 24-2009

**THE CHARTER CLUB OF MARCO BEACH®
BOARD OF DIRECTORS MEETING
MONDAY, FEBRUARY 9, 2009**

The meeting was called to order at 9:00 a.m. by President, R. Lyman Wood at the Hilton Grand Vacations Regional Office, Marco Island, Florida. Board members in attendance were: Noel Briggs (via telephone) Lee Huston, John Konarski, Jim MacArthur and Lyman Wood. Attending from Hilton Grand Vacations were: Matt Fox - Resort Manager, Scott Shook – Assistant Resort Manager, Lael Kilpatrick – Regional Manager Resort Operations and Riki Martin – Administrative Assistant and Acting Recording Secretary for this meeting.

EXECUTIVE SESSION MINUTES

Board of Directors went into executive session at 9:00 a.m.

APPROVAL OF AGENDA

MOTION was made by Mr. MacArthur and seconded by Mr. Konarski to approve the agenda. Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

APPROVAL OF MEETING MINUTES

MOTION was made by Mr. MacArthur and seconded by Mr. Konarski to approve the minutes of the teleconference meeting held on December 4, 2008. Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

MOTION was made by Mr. Konarski and seconded by Mr. MacArthur to approve the minutes of the teleconference meeting held on January 20, 2009. Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.** Mr. Briggs did not attend the meeting on January 20, 2009 and did not vote on the motion.

The Board came out of executive session at 9:15 a.m.

LIVING ROOM RENOVATION

Decorating Committee members Merrie Wood and Bev Konarski joined the meeting at 9:15 a.m. along with Charter Club owner David Brossi. The Board and Decorating Committee were in agreement that the gulf view is the primary focal point.

Designer Review

i. Queenslander – Bob Cory

Mr. Cory stated that Queenslander was unable to present a proposal for the living room renovations at the budgeted amount.

ii. Creative Interiors – Marya Visser

Mrs. Visser presented a proposal for the living room renovations within the budgeted amount.

iii. Bayfront Interiors – Diana Keithly

Mrs. Keithly presented 3 different grouping options for the living room renovations within the budgeted amount.

Discussion

Mr. Fox stated that the model could be built and the project could start in the fall of this year. The Board was in agreement to add the TV's to the project if financially reasonable. Mr. Fox will present in March the increased cost to add 40 TV's to 2009 and 40 TV's in the spring of 2010. The Decorating Committee will meet in two weeks to choose a designer for recommendation to the Board.

MANAGER'S REPORT

a. Financials, Owners Comments, Comment Cards

Management contract renewal was October 2, 2008 and the management fee increase took effect at that time. In the past the increase did not go into effect until January 1 of the following year.

Mr. Fox stated that the cost of bottled water in the drinking fountains is approximately \$300 per month and in an effort to save money he will have water fountains installed instead.

The Board discussed comment cards and the difference between developer properties and managed properties. Ms. Kilpatrick stated that the HGVClub directory does list the age of the property and that it is an affiliated resort

OWNER'S DIRECTORY

The Board was in agreement to publish a new owner's directory.

OLD BUSINESS

No old business to discuss.

NEW BUSINESS

Mr. Huston presented cost and efficiency ideas to be considered by Management and added to the project list:

- Replace incandescent bulbs with 100 watt Energy Smart 16 watt high efficiency bulbs spiral soft GE or equivalent bulbs
- Add a decorative frame to the bathroom mirrors that are de-silvering on as needed basis

- Contact the elevator engineer to evaluate the problem of frequent failures of the elevators and evaluate if it is a warranty item
- Review the bee infestation solution by covering the scudders (rain drains) where needed. Management to investigate the cost.
- Purchase file cabinets for board member storage.

Mr. Huston provided samples of the carpet pad used in the units and thicker carpet pad used in the sales center. The Board was in agreement to use the thicker pad when the carpet is replaced in the unit. Mr. Huston is also preparing a detailed report of the new kitchens including a review of cracks in some of the cabinets.

Mr. Konarski suggested changing the bulbs in the elevator towers. Management will replace the bulbs.

The Board of Directors went into executive session 1:00 p.m. – 1:30 p.m.

ADJOURNMENT

MOTION was made by Mr. MacArthur and seconded by Mr. Huston to adjourn the meeting. Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

Meeting adjourned at 1:30 p.m.