

Grand Caribbean at Perdido Key Owner's Association, Inc.
Board of Director's Meeting Minutes

October 14, 2017

Grand Lagoon Yacht Club at 10653 Gulf Beach Hwy, Pensacola, FL 32507

1. Call Meeting to Order

Vice President David Farrow called the meeting to order at 11:40 AM CST. Mr. Farrow asked Betty Sheets to please take the minutes of the meeting.

2. Roll Call to Establish Quorum

Board Members Present: David Farrow
Les Jones
Betty Sheets

Management Present: Brenda Beumer, Key Concept Realty, Inc.
Becky Nadolny, Key Concept Realty, Inc.

3. Proof of Notice of Meeting

Notice was properly posted on the property 48 hours prior to the meeting in accordance with the Grand Caribbean at Perdido Key Owner's Association, Inc. governing documents and Florida Statute 718.

4. Reading of waiver of reading previous Board Meeting Minutes

Approval of the September 23, 2017 Minutes was unable to be done due to the fact no minutes have been prepared.

5. Reorganization of the Board of Directors

Mr. Farrow announced that Joyce Fuller had resigned from the board and the Board is appointing Rick White to fill that vacancy for the remainder of the term.

David Farrow made a motion to have Rick White appointed to fill the board vacancy for one year. Betty Sheets seconded the motion. All were in favor and the motion passed unanimously.

a. Appointment of Officers

David Farrow made a motion that Rick White be President. Betty Sheets seconded the motion. All were in favor and the motion passed unanimously.

Betty Sheets made a motion that Les Jones be Vice President. Rick White seconded the motion. All were in favor and the motion passed unanimously.

Rick White made a motion that Betty Sheets be Secretary. Les Jones seconded the motion. All were in favor and the motion passed unanimously.

Rick White made a motion that David Hamner be Treasurer. Les Jones seconded the motion. All were in favor and the motion passed unanimously.

David Farrow will fill the Director position on the Board.

David Farrow made a motion to have Rick White, Betty Sheets and David Farrow as the signers on the associations banking accounts.

6. 2018 Budget Approval

The proposed 2018 budget will be postponed until the November 25, 2017 board meeting.

7. Other Business

a. Maintenance Staff

Betty Sheets made a motion to begin the process of hiring a maintenance person on a part-time basis, meaning seven days in a two-week period. Rick White seconded the motion. All were in favor and the motion passed unanimously.

Rick White asked Les Jones to walk property with maintenance on a regular basis. Mr. White also asked the Board Members to please make a list of items that they may see on the property that needs to be addressed.

b. Smoking Areas

Discussion was held on the smoking areas for the Grand Caribbean and according to the revised Rules & Regulations smoking designated areas are on the 1st Floor behind the bathrooms of each building opposite the elevator area. Key Concepts was asked to purchase two signs for each building.

c. Unit Door Locks

Discussion was held on an estimate received from A.B.E.L. Locksmith to replace all units with a Schlage electronic lock. This will provide one key for all units to each building which will help vendors such as pest control and if there are any emergencies. Only Management will have access to the keys and this will exclude Board Members having access to the keys.

David Farrow made a motion that we obtain two bids based on the Scope of work supplied by A.B.E.L. Locksmith and proceed with installation on all unit doors as well as sixteen storage doors not to exceed \$25,400. Rick White seconded the motion. All were in favor and the motion passed unanimously.

Betty Sheets will be obtaining the additional bids.

d. Reserves

The association funds annually \$68,400 to your reserves. Each unit contributes \$42.50 from the HOA monthly dues. President Rick White is confident that an increase is not necessary for the 2018 HOA dues.

e. Housekeeping

Discussion was held regarding the great job that Margaret Ashley is doing on the property. It was recommended that she receive a \$1.00 an hour raise.

David Farrow made a motion to increase the housekeeper's hourly rate by \$1.00 bringing it to \$11.00 per hour. Rick White seconded the motion. The motion passed with 3 Ayes and 1 Nay.

8. Scheduling of Next Board Meeting

The next Board Meeting will follow the rescheduled Annual Meeting on November 25, 2017.

9. Adjournment

David Farrow made a motion to adjourn the meeting. Les Jones seconded the motion. All were in favor and the motion passed unanimously. Mr. Farrow adjourned the meeting at 12:33 PM CST.

Submitted by,

Betty Sheets, Secretary
Grand Caribbean at Perdido Key Owner's Association, Inc.