

**Grand Caribbean at Perdido Key Homeowner's Association**  
**Board of Director's Meeting Minutes**

March 18, 2017 at 13351 Johnson Beach Road, Pensacola, FL 32507

**1. Call Meeting to Order**

David Farrow called the meeting to order at 10:00 AM CST.

**2. Roll Call to Establish Quorum**

**Board Members Present:** Joyce Fuller  
Richard Clarke  
David Farrow

**Management Present:** Shawn Millard – PSRi

**Owners Present:** Paul Middleton – 104E  
Gayle Head – 114E  
Marilynn Farrow – 401E

**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 governing documents and Florida Statute 718.

**4. Approval of previous meeting minutes**

Richard Clarke made a motion to approve the Board of Director meeting minutes from the February 18, 2017 Board Meeting. Joyce Fuller seconded the motion. With all in favor, the motion passed.

**5. Report of Officers**

**a. Committee Reports**

Richard Clarke gave an update on the Association's financials as of February 28, 2017. Rich stated the Association had \$102,704.32 in the operating account, \$111,259.69 in the reserve account and \$622,813.64 in the special assessment account. Rich stated there is a total of \$59,974.76 in the assessment receivables, which are most from the special assessment. Rich stated the Association is over on some line items on the P&L, most of it is in the maintenance line item, but overall under budget by \$10,858.23. Shawn Millard stated the Account Receivables is getting under control. Shawn stated he e-mailed to items for the Board of Directors to vote on. Richard Clarke made a motion to accept \$10,000 to satisfy the lien on unit 201E and write off the remainder balance as of 3/15/2017, if the short sale takes place and not to release the lien until the \$10,000 is received. David Farrow seconded the motion. With all in favor, the motion passed. David Farrow made a motion to accept a payment plan proposed by unit 306E of a minimum of \$2,000 per month and for late fees and interest to continue to accrue. Joyce Fuller seconded then motion. With all in favor, the motion passed. David Farrow made a motion to cancel the management contract with Pointe South and to have Joyce Fuller manage the unit with all funds going to the Grand Caribbean Condominium Association. Richard Clarke seconded the motion. With all in favor, the motion passed.

## **6. Old Business**

### **a. Building Project Update**

Shawn Millard stated the contractor is still working on some punch list items. Shawn stated the major work is complete. David Farrow stated he would like to see the balcony handrails in the front of both buildings cleaned. Shawn stated he will have the cleaner hand wipe them down. David stated he would like to see what the Association can do about having the owners replace any torn screens on their units. Joyce Fuller stated she will contact a company that replaced her screens and see if a bulk price can be given. Shawn stated it would be good for the number of screens to be known, so the vendor can give a good account of the cost per screen.

### **b. Maintenance Projects**

Marilynn Farrow gave the Board of Directors two options to review for new luggage carts and new utility carts. David Farrow made a motion to approve the purchase of new luggage cart and new utility carts, not to exceed \$4,200 and to have Marilynn Farrow order the carts. Richard Clarke seconded the motion. With all in favor, the motion passed. The Board discussed the possibility of doing projects in 2018. Shawn Millard stated if there are any fund left over from the special assessment, they can be used to offset the 2018 budget, which would include maintenance project. David Farrow stated it would be good for all Board Members and committee members to start putting a list together for future maintenance priorities.

Paul Middleton stated he would like the Board to consider a different way for him to be reimbursed his mileage. Paul stated it is costing him more than he gets reimbursed for to drive to the hardware store to purchase maintenance supplies for the Association. David Farrow made a motion to allot an additional \$25 per pay period to Paul Middleton to cover the expense of gas. Richard Clarke seconded the motion. With all in favor, the motion passed.

Shawn Millard provided the Board with two proposals for replacing the current hot tub cartridge filter system with sand filters. David Farrow made a motion to accept the Aqua Pools proposal to replace both the east and west hot tub filters with sand filters, not to exceed \$3,700. Richard Clarke seconded the motion. With all in favor, the motion passed.

Joyce Fuller stated she would like to see blinds installed in the storage rooms. Joyce stated as of right now, anyone can look directly in the rooms and new blinds may help control the temperature better. Richard Clarke made a motion to purchase blinds for all storage rooms not to exceed \$400 and to have Grand Caribbean maintenance install them. Joyce Fuller seconded the motion. With all in favor, the motion passed.

### **c. Management Contract**

Shawn Millard stated Perdido Sand Realty intended to submit a proposal for renewal in of the Management Contract. The management contract renews in September.

## **7. New Business**

There was no new business to discuss at this time.

## **8. Scheduling of next Board Meeting**

The next Board Meeting will be tentatively scheduled for April 29, 2017 at 10:00 AM.

## **9. Adjournment**

Richard Clarke made a motion to adjourn the meeting. Joyce Fuller seconded the motion. The motion passed unanimously. Meeting adjourned at 11:26 AM CST.

Submitted by,

Shawn Millard  
Perdido Sand Realty, Inc.