

Barefoot Beach Resort of Indian Shores Condominium Association, Inc.

Board Meeting Minutes

Date – Monday, December 16, 2013

Place – Teleconference

Time – Meeting called to order at 5:12 p.m.

Attendees – Bruce Bornick, Denise Reilly, Bill Priakos, Gary McMakin, Kim Porte

**Maintenance**

Staffing – Bruce is working with Keith, outlining the job descriptions for the maintenance staff. He reminded us that a 2% pay increase was previously approved. It was mentioned that a holiday bonus or gift might be appropriate. Discussion followed with suggestions of gift cards or paid time off. Bill made a motion that we approve a paid day off for each of the maintenance staff members, to be arranged by Keith. Gary seconded the motion. Bruce called for discussion, there was no further discussion, a vote was taken and the motion passed.

Plungers – It was again noted that plungers have been purchased and are currently in the storeroom. Plungers will be made available in each laundry room and guests need to know that they are available for their use. Bill will speak to Keith to make sure that plungers are always available for any guest.

Weather Freeze Contingency Planning – Bill reported that he had had an informal discussion with Keith regarding protecting the at risk plants on the property. The Coconut Palms are a priority. We have lost 18 in previous storms, additionally many Adonidia Palms, planted in the shade of each building were also lost and had to be replaced. Bill will ask Keith to speak to an arborist or nurseryman on what steps should be taken to prevent another costly loss. The other plantings are much hardier and are not really at risk.

Property Maintenance Update – The walk through with Keith by several of the Board Members was very successful. Keith and his staff have accomplished all the work that was to be done by an outside maintenance crew for a cost of \$1500. They have also fixed many loose stepping stones, painted the sidewalks where they were stained, and replaced the shelling. Keith is removing odd colored stepping stones and replacing them with the predominantly gray/white ones. Bill said that Keith was now retooling/repairing all of the benches. A huge job but

hopefully many of them will be finished before the season. Gary stated the walk through was very productive. Bruce added that Keith is doing a great job.

Pool Bath Maintenance – Bruce asked about the status of the pool bath repairs. The list previously discussed included soap dispensers, exhaust fans, toilet seats in the ladies room and tiling walls from the floor to about 4 feet. Keith reports that the soap dispensers are now filled and operational. The exhaust fans are also both operational. He will continue to observe how they function and will recommend changes if necessary, but for now they are fine. The toilet seat in the Ladies Room was fine. Keith is in the process of replacing the Men's seat to be the same commercial type that is in the Ladies Room. Commercial seats do not have covers. Keith will repair the wall under the sink in the Men's Room. The board needs to budget for a tile job to install tiles in the bathrooms up to a height of four feet. The budget estimate is \$2000.

Rainstorm Water Issue behind Building F – Quotes have been received, reviewed and approved by the Board. Gisler Plumbing and Full Service Electric will be doing the work on this project. Joan informed us that this work is slated to be paid from the reserve funds.

Pool Area Pavers – The job is scheduled for January 6-8, 2014.

Keith to oversee the Required Preparations

- a. Need to protect the landscaping near the pool to ensure dust does not kill plants. It is recommended that we cover the plants with plastic sheeting.
- b. Place a notice on doors of the condos closest to the pool to ensure guest know to keep windows closed.
- c. Turn off the pool filter during the project.
- d. Cover the pool with plastic to keep out particles, sand and dust.
- e. Fix gates to an open position for easy access during working hours and ensure they are closed each night.
- f. Tape off the pool area to keep guests away.
- g. Move all furniture off pool deck area.

Joan reported to Bruce that this project will also be paid out of our reserve funds.

### **Committees and Special Actions**

Easement with Salt Rock Grill – Denise returned after briefly leaving the teleconference to speak to Richard Zucar regarding the easement with Salt Rock Restaurant. Denise will scan the surveys with Richard's markings and e-mail each board member. Further discussion will take place before any decisions are made. We will arrange a face-to-face meeting at the property if required.

Lawsuits – Richard Zucar joined our teleconference to report that a mediator had been selected and the first mediation date was to be determined.

ADA Discussion – We need to establish an ADA plan and timeline to address ADA legal requirements such as a lift at the pool. Bruce called for a volunteer to head this action. Kim had sent in photos of pool lifts used in the hotel where her husband worked. Bill stated he had many contacts in local condo associations and groups that he works with. He can check with them. Bruce had seen a pool lift at his health club. Bill and Kim volunteered to co-chair this committee.

Trade Marking Barefoot Beach Logo – Bruce suggested that we trademark our Barefoot Beach logo to protect it from improper use. The Association would allow individual owners and the onsite rental company to use the logo, but others would be restricted from using the logo to avoid inappropriate use. Only high resolution, high quality versions should be used. Bruce will investigate this further.

Website – Bruce is continuing the selection of a website for information exchange and owner feedback. He estimates this can be done for approximately \$10 per month.

Storage Room Options – Bruce wondered if a committee should take this up again. Gary felt enough time and energy had already been spent on this issue and no one desired a unit at this time. Bill stated that Keith would like access to E building store room while he is working on the benches. He is in need of a place to set up his saws and sanders. All agreed that Keith should use that store room. Bill would like to rent the D building storeroom for his management company. It was agreed that he could for \$100 per month until the next lottery which will be held in August of 2014.

Doormats – There are all kinds of doormats in front of about half the condos at Barefoot. Many are old and do not improve the look. A photo was circulated of a high quality mat used by one of the owners as a possible option to be used for all units. It was decided that the budget prohibits us from buying mats at this time. This item has been tabled.

Parking Policy – Bruce received an e-mail from an owner requesting that the board work on and distribute a single page handout with highlights of the parking policy and suggestions for where a second car could be parked. Bruce asked for someone to work on this policy. Denise said she could work on it after January 1<sup>st</sup>.

BBVR Management Change – Bill announced that he will be hiring a Manager and spending more time traveling. Barry Bartley will be the new General Manager, but he and Kathy will still be the owners of Barefoot Beach Vacations Rentals, Inc. Bill will be sending out a detailed “In Touch” newsletter detailing these changes and introducing Barry.

The next meeting will be Monday, January 13, 2014 at 5 p.m. at Bill’s office.

The meeting was adjourned at 6:37 pm.