**THE CHARTER CLUB OF MARCO BEACH®**

**BOARD OF DIRECTORS TELECONFERENCE MEETING**

**July 19, 2018**

The meeting was called to order at 9:00 a.m. by President, Lyman Wood at Hilton Grand Vacations Regional Office, Marco Island, Florida. Board members in attendance via telephone were: Jim MacArthur, Martin Terry, Carlos Wehby and Lyman Wood. Attending from Hilton Grand Vacations were: Joan Paquette – Resort Director, Scott Shook – Assistant Resort Manager, Jeff Johnson – Maintenance Manager, Sharry Luneke – Area Managing Senior Director and Riki Martin – Executive Assistant and Acting Recording Secretary for this meeting. Stephanie Jenkins joined the meeting at 10:45 a.m. for the Association flex week’s discussion.

**APPROVAL OF AGENDA**

**MOTION was made by Mr. MacArthur and seconded by Mr. Wehby to approve the agenda.** Mr. MacArthur voted aye, Mr. Terry voted aye, Carlos Wehby voted aye and Mr. Wood voted aye. **Motion Carried Unanimously.**

**MOTION was made by Mr. MacArthur and seconded by** Mr. **Wehby to approve the May 24, 2018 teleconference meeting minutes as amended.** Mr. MacArthur voted aye, Mr. Terry voted aye, Carlos Wehby voted aye and Mr. Wood voted aye. **Motion Carried Unanimously.**

**MANAGER UPDATE**

1. **2nd. Quarter Financials (April, May, June)**

The Board reviewed the financials.

The Board of Directors are recommending the financials be changed, they are not comfortable with the reserves being separated and would like a combined balance sheet. Mrs. Luneke will ask for accounting to call into the next meeting for clarification on combined balance sheet.

Mr. Macarthur expressed his dissatisfaction with the inconsistent presentation of the financial statements over the years making comparisons and therefore decisions difficult.

1. **Project List**

The Board spent a considerable amount of time on the review of the project list. The Board voted on several projects following the review.

**Add to project list**

* Review amenities at the end of the boardwalk, signage, sink, trash bags
* Add additional camera in lobby office

1. **Tennis Courts**

Mor-Sports Group is expected to have the tennis courts completed by mid-week.

1. **Lighted Mirror for Guest Bath**

The Board agreed with management not to install a lighted mirror in the model guest bath. A smaller framed mirror will be added. New sink cabinet will have one door and three drawers, cabinet to be installed above the toilet; a magnified mirror to be mounted on the small sidewall.

In addition, two recessed lights to be added over the mirror, one recessed light in the center of the bathroom and one recessed light over the bathtub. The Board approved to proceed with the model guest bathroom.

1. **Owner Comments**

The Board reviewed the owner comments.

1. **HGVC/RCI Scores**

The Board did not review the HGV scores, comment cards and RCI scores.

**FLEX WEEK SALES**

The Board discussed the proposal presented by management for selling Association owned flex weeks. **MOTION was made by Mr. MacArthur and seconded by Mr. Terry to approve the sales proposal presented by management with an expiration date of November 1, 2018.** Mr. MacArthur voted aye, Mr. Terry voted aye, Carlos Wehby voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

**BALCONY RAILINGS PROPOSALS**

The Board reviewed the balcony railings proposals presented by management**. MOTION was made by Mr. MacArthur and seconded by Mr. Terry to proceed with SEP Services not to exceed $70,000.** Mr. MacArthur voted aye, Mr. Terry voted aye, Carlos Wehby voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

**PROPOSAL FOR CANOPY ON REFLECTING POND PIT AREA**

Tabled to next board meeting.

**DS BOCA (Landscape Architect)**

Mrs. Paquette will put the complete landscaping project out to bid with three landscaper’s proposals to be presented to the Board for review.

**MOTION was made by Mr. MacArthur and seconded by Mr. Terry that the landscaping proposal have a tropical feel. Mrs. Paquette will set the priorities, have the landscaping companies to walk the property and make a final presentation to the Board to include irrigation needs.** Mr. MacArthur voted aye, Mr. Terry voted aye, Carlos Wehby voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

**CANDIDATES FOR BOARD POSITION**

The Board reviewed the four owner’s biographies who have applied for the open Board of Directors seat. **MOTION was made by Mr. Wehby and seconded by Mr. Terry to select Robert Stammer to fill the open Board of Director’s seat.** Mr. MacArthur voted aye, Mr. Terry voted aye, Carlos Wehby voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

**Meeting dates**

Teleconference meeting is scheduled for August 29 @ 1:00 p.m.

**ADJOURNMENT**

**MOTION was made by Mr. MacArthur and seconded by Mr. Terry to adjourn the meeting.**  Mr. MacArthur voted aye, Mr. Terry voted aye, Mr. Wehby voted aye and Mr. Wood voted aye. **Motion Carried Unanimously.** Meeting adjourned at 12:30 p.m.