

Approved 9-24-2009

**THE CHARTER CLUB OF MARCO BEACH®  
BOARD OF DIRECTORS TELECONFERENCE MEETING  
THURSDAY, MAY 21, 2009**

The meeting was called to order at 8:30 a.m. by President, R. Lyman Wood at the Hilton Grand Vacations Regional office, Marco Island, Florida. Board members in attendance via telephone were: Lee Huston, John Konarski, Jim MacArthur and Lyman Wood. Attending from Hilton Grand Vacations were: Matt Fox – Resort Manager, Scott Shook – Assistant Resort Manager, Randy Piatt – Regional Vice President Resort Operations, Lael Kilpatrick – Regional Manager Resort Operations and Riki Martin – Administrative Assistant and Acting Recording Secretary for this meeting.

**APPROVAL OF AGENDA**

**MOTION was made by Mr. Huston and seconded by Mr. Konarski to approve the agenda.** 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. Huston and seconded by Mr. Konarski to approve the revised minutes of the March 16, 2009 teleconference meeting.** 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. Huston and seconded by Mr. Konarski to approve the meeting minutes of the March 24, 2009 Board of Directors meeting.** 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. Huston and seconded by Mr. Konarski to approve the minutes of the April 6, 2009 teleconference meeting.** Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

**MANAGER'S REPORT**

**a. Financials**

The Board reviewed the April financials.

Once the new contract took effect with Embarq, the new lines had set rates. Some of the old charges were to be suspended and the new rate would take effect. The rates never changed, so Embarq will go back to January 1 and credit the difference back to The Charter Club of Marco Beach. There are also some unused lines that we can see itemized within the new bill that we no longer need and will discontinue them and begin to realize a future savings each month for the rest of 2009.

**b. Project List**

The Board reviewed the project list.

Entryway planters have been capped and painted.

Waterfall and bubblers are being installed in the pond.

Lobby restrooms are being refurbished.

South building kitchens remodel to begin May 9.

**c. Upcoming Bedroom/Dining Roof Refurbishment Model Discussion**

The master bedroom and dining roof refurbishment will take place during 2010 maintenance weeks.

Mr. Fox stated due to 16 weeks lead time for ordering the furniture and 16 weeks to construct a model for the bedroom refurbishment he recommended that the Decorating Committee begin discussions in August 2009.

**d. Comment Cards/RCI Reports**

The Board reviewed the RCI report.

**e. Owners Comments**

The Board reviewed the owner's comments.

**f. Murton Roofing**

Mr. Piatt stated that Hilton Grand Vacations has engaged Murton Roofing as their first responder for hurricanes going forward. Murton Roofing was involved with Hurricane Charlie on Sanibel and did a great job. Murton Roofing Corporation has provided a roofing report with recommended repairs for The Charter Club on Marco Beach. The suggested repairs would correct current issues and allow for a trouble-free roof going forward. Murton Roofing will then provide the above mention hurricane response and annual inspection based on the attached contract. Management provided the option for a one year contract at a cost of \$2,490.

**MOTION was made by Mr. Konarski and seconded by Mr. MacArthur to accept the repairs as provided by Murton Roofing and sign the contract for one maintenance inspection per year. Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. Motion carried unanimously.**

**g. Travel Reimbursement Policy**

Mr. Wood asked the board members to review the travel reimbursement policy and send to Matt their suggested changes. The travel reimbursement policy will be discussed at the next meeting when Mr. Briggs is present.

**h. AIG Information**

Holdings from AIG, including that AIU Holdings will be transferred into a Special Purpose Vehicle (SPV) to help it prepare for the potential sale of a minority stake, and that AIG will purchase interests of certain other AIG entities from AIU Holdings.

Mr. Piatt stated that Hilton Grand Vacations had interviewed four brokers, Gallagher, AON, Alliant and Marsh. Marsh was chosen for the 2009-2010 policy. They also cover Hilton Hotels Corporations (HHC) with a separate policy and Hilton Grand Vacations (HGV) will be marketed in conjunction with HHC although HGV policy will be independent from HHC. There will be no drop in coverage in any area and will include replacement value coverage, maintenance fee coverage, buy-down coverage and landscaping coverage. Brokerage fee and risk management pro rate share are the only two costs beyond what the insurance company charges HGV.

**i. PTO**

Mr. Piatt explained the process for PTO (paid time off). The Board has requested that Mr. Piatt provide them with a written explanation on PTO. PTO discussion will be added to the agenda for the next board meeting.

**OLD BUSINESS**

No old business was discussed.

**NEW BUSINESS**

Mr. Huston made a requested to be allowed 30 minutes at the budget meeting to discuss the bedroom refurbishment.

Mr. Jimmy DuHon an owner at The Charter Club of Marco Beach has sent a letter requesting he be reimbursed for late fees that were added to his account. He states he called the corporate office and asked if he could pay the special assessment at the time he would be paying his maintenance fees. He was told yes, and did not inquire as to any late fees being added to his account.

**MOTION was made by Mr. Huston and seconded by Mr. MacArthur to deny the request of reimbursement of the late fees.** Mr. Huston voted yes, Mr. Konarski voted no, Mr. MacArthur voted yes and Mr. Wood voted no. No decision was made.

Teleconference meeting is scheduled June 18 @ 9:00 a.m.

**EXECUTIVE SESSION**

No executive session was held.

**ADJOURNMENT**

**MOTION was made by Mr. Konarski and seconded by Mr. Huston to adjourn the meeting.** Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously. Meeting adjourned at 9:45 a.m.**

The Charter Club of Marco Beach®  
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