

Approved 11-3-2009

**THE CHARTER CLUB OF MARCO BEACH®
BOARD OF DIRECTORS TELECONFERENCE MEETING
THURSDAY, SEPTEMBER 24, 2009**

The meeting was called to order at 9:00 a.m. by President, R. Lyman Wood at Hilton Grand Vacations Regional Office, Marco Island, Florida. Board member in attendance at the Regional Office was Mr. Briggs and board members attending via telephone were: Mr. Huston, Mr. Konarski, Mr. MacArthur and Mr. Wood. Attending from Hilton Grand Vacations (HGV) were: Matt Fox – Resort Manager, Scott Shook – Assistant Resort Manager, Neil Hutchinson – Sr. Director Association Management Services, Elba Cruz – Senior Accountant, Sharon Harmon – Senior Accountant, Lael Kilpatrick – Regional Manager Resort Operations and Riki Martin – Administrative Assistant and Acting Recording Secretary for this meeting. Chris Van Ruiten joined the meeting via telephone for the Comerica report at 10:00 a.m.

APPROVAL OF AGENDA

MOTION was made by Mr. Briggs and seconded by Mr. Konarski to approve the agenda. Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

APPROVAL OF PREVIOUS MINUTES

MOTION was made by Mr. Briggs and seconded by Mr. Konarski to approve the minutes of the May 21, 2009, June 4, 2009, June 18, 2009 and August 7, 2009 teleconference meetings. Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

MANAGERS UPDATE

a. Financials

The Board reviewed the financials.

The Board asked if the insurance premium could be paid in two payments. Mr. Hutchinson will check with Mr. Burchak.

The Board requested a breakdown of A/E Other on the balance sheet. Mrs. Cruz will provide that information to the board.

Add to the budget meeting agenda cost of owners parties.

b. Projects

The Board reviewed the project list.

Management is going to do a study on the elevator noise on the upper floors of the north building. Mr. Fox will report back to the Board at the budget meeting.

On December 17, 2007 the Virginia Graeme Baker Pool and Spa Safety Act was signed into important child safety law. The Act requires that all public swimming pools and spas be equipped with anti-entrapment drain covers that comply by December 19, 2008. The Charter Club of Marco Beach pool was built in 1982 and the grandfathering of the pool will end in 2010. The main pool, kiddy pool and spa will have to have separate drainage systems. (These drainage tanks and other drainage upgrades are a direct result of the Virginia Graeme Baker Act.) As a result of these upgrades the entire pool area will need to be brought up to code. Further information is being gathered from the Department of Health. Mr. Fox will present proposals from Aquatic Architects to bring the pool/spa up to current codes at the budget meeting, as well as a detailed report of what is required by code from a Health Department Official.

Mr. Fox presented a proposal from Bob Cory of Queenslander Construction to eliminate the bees from the walkway planters. First the bees will be sprayed to make access to the scuppers safe. Then, workers will fill the interior drain with a multi-layer epoxy type material that will seal drain and prevent the bees from gaining access to the interior. The face of the scupper will remain unchanged and the process will carry a 3 year warranty from Queenslander Construction.

MOTION was made by Mr. Briggs and seconded by Mr. MacArthur to authorize Mr. Fox proceed with the repairs to the scuppers in one building for \$7,500. Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

COMERICA

The Board reviewed with Mr. Van Ruiten the Comerica portfolio. The maintenance fees should be invested in a timely manner. The monies will be transferred in December and early January. Mr. Van Ruiten suggested improved communication of when the money is going to be spent instead of leaving it liquid. Management to report to Mr. Van Ruiten of any new capital expenditures or the timing in expenditures of capital projects. Mr. Fox has spoken to Cheryl Thomas at the corporate office regarding the monies needed in January.

Mr. Van Ruiten left the meeting at 10:20 a.m.

c. Closed Bid Sale

The closed bid sale has 27 unit weeks under contract at this time. The board members agreed to continue offering the foreclosed weeks to the owners on the original bid list.

d. Board Member Travel Policy

MOTION was made by Mr. Huston and seconded by Mr. Konarski to approve the revised Board of Directors travel policy. Mr. Briggs voted aye, Mr. Huston

voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

The board members thanked Mr. Huston for preparing the revised travel policy.

OLD BUSINESS

a. Marriott's Public Beach Access

Marriott's public beach access is on the south side of the Marriott property. They have no signage stating it is a public beach access.

b. Update on Parking Lot Gates

Mr. Fox will provide a proposal for the swing arm gates at the entrance and exit of the resort at the budget meeting. The Board also requested he provide a cost for complete barrier gates.

NEW BUSINESS

a. Pool Restrooms

Pool restrooms renovations will not take place in 2009.

In accordance with Florida law, a notice of the 2010 budget meeting and proposed budget will be sent to all owners prior to the actual budget meeting. Management suggested sending the proposed operating budget with the fall newsletter.

MOTION was made by Mr. Konarski and seconded by Mr. MacArthur to post the maintenance fee increase of 6.8% with the explanation on the required pool code upgrades. Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

Mr. Fox explained that the decorative rocks on the face of the elevator towers have some cracking with the north building being the worst. **MOTION was made by Mr. MacArthur and seconded by Mr. Briggs to authorize Karin's Engineering to provide a report on the cracking of decorative rocks on the elevator tower not to exceed \$3,000.** Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

ADJOURNMENT

MOTION was made by Mr. Briggs and seconded by Mr. Konarski to adjourn the meeting. Mr. Briggs voted aye, Mr. Huston voted aye, Mr. Konarski voted aye, Mr. MacArthur voted aye and Mr. Wood voted aye. **Motion carried unanimously.**

Meeting adjourned at 11:20 a.m.