

**Minutes**  
**Treetops / Ocean Breeze**  
**Board of Directors Meeting**

July 30, 2008  
3:30 p.m.

- I. Call to Order / Roll Call – Bob VanSchelvan called the meeting to order at 4:20 p.m.
  - A. Officers & Directors - Bob VanSchelvan, President; Peggy Edwards, Vice President; Merle Brown, Secretary / Treasurer; Stan Stolarcyk, Director; Jeff Martyn, Director
  - B. IMC Resort Services, Inc. representatives – Ron Fenstermaker, President; Bryan Dorshimer, Property Manager; Scott Walters, Assistant Manager; Melissa Fenstermaker, Minutes
- II. Approval of the Minutes
  - a. May 7, 2008 – **Peggy Edwards made a motion to waive the reading of the May 7, 2008 meeting minutes and accept them into record as written. Jeff Martyn seconded the motion. The motion passed unanimously.**
  - b. Annual minutes – The Board authorized Melissa to post the 2008 minutes on the website at her earliest convenience.
- III. President’s Report - Bob thanked the Board for their kind thoughts during his recent illness. Bob also thanked the Board for their dedication and commitment to the community and for continuing their service to the community for another year. Bob is concerned that certain rental villas are booking to multiple families who in turn use more than the average of water in the villas; which in turn increases the water bill paid by the association. He specifically noted that #23 & #56 were recently rented by Sea Breeze but it appeared that they were all staying in villa #56. Management offered a suggestion, a costly one, which is to set up individual water meters. Melissa will call the owner of #23 to see if she knows anything about the booking. Bob thanked Bryan and Scott for their efforts in taking care of the community.
- IV. Management Report
  - a. Cash position – Bryan gave cash position of the community as of 7/30/08.

Working Capital	\$29,951.20
Operating Checking	\$ 301.05
Capital Reserve	\$23,377.01
Insurance Reserve	\$97,561.59

The insurance premium has been paid in full. Provided there are no major delinquencies or other unforeseen issues, when the insurance comes due, there will be a little over \$300K in the insurance reserve. The premium

last year was \$365K. At this point, the renewal / assessment amount is not known.

1. Insurance Refund - Ron reported that Craig was able to negotiate a refund on the insurance due to the association's history. The Board went into executive session to discuss the alternatives for using the refund. Management was asked to leave the room during this time. Management was invited to re-join the meeting. **Merle Brown made a motion to compensate IMC Resort Services, Inc. 25% of the \$27,431 (\$6857.75) for their management of the insurance program for the years 2004-2009. Stan Stolarcyk seconded the motion. The motion passed without opposition.** The balance will remain in the insurance reserve to be reviewed later in the year. Peggy is going to do an article for the newsletter announcing the refund.
- b. Collections – Bryan covered the collections report. A few of the delinquent owners have made payments toward their balances due.
- c. Site Manager Report – Bryan did a wrap up of items that were discussed during the annual meeting: a window repair was done at 28 OB; insulation work throughout the property has been requested as time and money permit; changed refuse days to include Saturdays; spoke to landscapers about putting landscape debris in the household trash dumpsters. See attached site manager report for Bryan's recent activities. Merle had a prior commitment and had to leave the meeting at 5:44 p.m. Bryan recommended that the dispensers in the bathrooms be replaced in an effort to begin improvements which he recommends include updating the tile, paint, etc. Also, Bryan recommended replacing some of the furniture at the B and C pools. **Jeff Martyn made a motion to accept Allcare's bid of \$15,715 for maintenance tree trimming to remove dead branches from over selected buildings and parking areas. Payments to be spread out over 3 months. Stan Stolarcyk seconded the motion. The motion passed without opposition. Jeff Martyn made a motion to approve \$2,000 for pool enhancements. Stan Stolarcyk seconded the motion. The motion passed without opposition.** Bryan reported that it will cost approximately \$900 to add a single parking spot. Bryan still needs to get specifications from the Town on what is permitted / required. Stan asked that the heavily-tread areas have some attention paid to them; especially the areas near the mailboxes, elevators and grinding down the stump near 5300 building.

V. Committee Reports

- a. Budget & Finance / Contract Review / Insurance – None
- b. Long Range Planning – Stan brought up his desire to form a consortium of Board members / owners to lobby for changes in the legislature for collecting past due amounts. He also noted that the Board should develop a plan for the direction for the community through the next 20-30 years. Stan is going to contact a local university that has an Architecture school

in an effort to begin planning for renovations to the Boardwalk. Stan had a prior commitment and left the meeting at 6:10 p.m.

- c. Parking / Security / Neighborhood Watch – Previously discussed.
  - d. Maintenance – Previously discussed.
  - e. Newsletter – Peggy will write an article regarding the refund from insurance as well as an article explaining how to obtain the Ocean Breeze deck paint.
  - f. Buildings & Grounds – Parking passes – Per the request from Mr. Gollob at the annual meeting, the board began discussions on the topic of “loaning” parking passes and covered some ground, but as Stan and Merle had left the meeting early the remaining board decided to table the discussion until the next Board meeting.
  - g. Environmental Quality – None at this time.
- VI. Old Business
- VII. New Business
- a. Pool hours – An owner requested for the Board to consider leaving the pool open until 10:00 p.m. Memorial Day through Labor Day. The Board discussed the request. **Jeff Martyn made a motion to keep the pool open until 9:30 p.m. Peggy Edwards seconded the motion. The motion passed without opposition.** New signage will need to be updated for the pool for the pool season starting 2009.
  - b. 2009 Insurance Premium – Jeff Martyn suggested sending the first bill for insurance early in the fall. The Board discussed their options. Management will put together numbers and provide them to the Board for their input and decision to hopefully get the mailing out early in September.
- VIII. Adjournment – **Peggy Edwards made a motion to adjourn the meeting at 6:35 p.m. Jeff Martyn seconded the motion. The motion passed without opposition.**