

NOTICE

CLARCONA RESORT CONDOMINIUM
ASSOCIATION, INC.

BOARD of DIRECTORS REGULAR MEETING

**THURSDAY
MARCH 8, 2001
AT**

**7:00 PM
REC HALL**

POSTED
NBDMTG

Clarcona Resort Condominium Association, Inc.
Regular Board Meeting
Thursday, March 8, 2001
Agenda

MAR - 6 2001

- I. Call to Order
- II. Roll Call and Determination of Quorum
- III. Reading and approval of Minutes:
 - a. Complete approval of November 9, 2000 Regular Board Meeting Minutes
 - b. Regular Board Meeting of February 8, 2001
 - c. Emergency Board Meeting of February 16, 2001
- IV. Officer's Reports:
 - a. President's Report
 - b. Vice- President's Report
 - c. Treasurer's Report
 - d. Manager's Report
- V. Committee Reports:
 - a. Activities
 - b. Hearing/ Fining
 - c. Mini Golf
 - d. Security/ Gate
 - e. Violations
- VI. Old Business:
 - a. Employees hourly Living Adjustment
 - b. Add rules for inspecting Records
 - c. Contract for Bathhouse Roofs
 - d. Paving on 600 Block
- VII. New Business
 - a. Monthly Board of Directors Meetings
 - b. Electric Sales Tax refund
 - c. Sewage Plant
- VIII. Adjourn

CLARCONA RESORT CONDOMINIUM ASSOCIATION, INC

Regular Board Meeting

March 8, 2001 7pm

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Meeting called to order by President Porter at 7:05pm. Board members present were Adkison, Boatwright, Bufalini, Colfer, Cooper, Fox, Porter, Weaver, Wick. A quorum was present. Mr. Dan Rubin, our new Condo Manager was also present, having had an introductory session with interested homeowners prior to this meeting.

Ms. Weaver read the minutes of the Regular Board meeting of Nov. 9, 2000 which had been tabled for input from the attorney on the collections status. They were unanimously accepted as corrected. The minutes of the Regular Board meeting of February 8, 2001 and the Emergency Board Meeting of February 16, 2001 were read and unanimously accepted as corrected.

In the Presidents Report, Mr. Porter thanked Mr. Rubin for attending the meeting and for his dissertation during the welcome prior to the meeting. He stated he expects Mr. Rubin will make a very good manager and hopes everyone works with him. Mr. Porter also expressed thanks to Larry DeGeus, Roger Hebert and Walter Lee for taking the clutch out of the tractor so the part could taken to Sanford for repair. When the repaired clutch was picked up and returned, the 3 men then replaced it and the tractor is now operational. Also Mr. DeGeus helped with the removal of the sewer blower and will assist with replacing the new one. He expressed thanks to the volunteers because their help makes a lot of difference.

Mr. Thienes submitted a Treasurers report to be read by Mr. Porter. It showed the revenues exceed anticipated amounts by \$ 1, 085.43 and expenses are \$ 21,577.11 under budget. See attached copy.

Mr. Rubin explained in the previous hour he had attempted to give his philosophy towards management. He said there were complaints concerning speeding within the park. He covered the pros and cons for speed bumps being placed in areas where speeding occurs. He urged residents to control speed and have consideration for other people within the park. He covered items discussed and covered the possibility of chairing meetings to be held. He proposed for residents to submit suggestions for the agenda of the Board Meetings to the Board members or manager in lieu of the Board Workshop, which has become very disruptive and accomplishes little. He requested the next Board Meeting be scheduled a week later than usually held due to the fact he would not be present the second Thursday of April.

Several items in the Treasurers Report were discussed and Mr. Porter responded to a request to post the report the following day to save residents trips to the office. A question was asked about an unanticipated expense of \$ 100 dollars, and Mr. Porter explained there was a shortage in a bank deposit of \$ 100. It is shown under unanticipated expenses as that is what that item is for.

An activity report was given by Ms. Rock. Copy attached.

Mr. Adkison stated he had submitted the newly proposed mini-golf lease from a unit owner to Sun Resorts attorney for comments and any adjustments that could be made.

Ms. Lucas stated the Violations Committee had concentrated on checking on house numbers during the last check of the Park and a list of violators had been submitted.

Old Business :

Mr. Thienes has submitted a study to use in giving employees a yearly Hourly Living Adjustment. Mr. Porter explained the process that could be used.

> Mr. Bufalini made a motion to table the Hourly Living Adjustment and requested the manager to evaluate employees wages structure and provide an employee workflow analysis by the end of the year, seconded by Mr. Boatwright, accepted unanimously.

After Mr. Rubin made statements that he agreed all persons were entitled to view all records except personal files and he will not tolerate nuisance requests, and will present to the Board enforceable rules next month if necessary,

> Ms. Colfer made a motion to table the addition of rules for inspecting records until the next Board Meeting, seconded by Ms. Fox. Accepted unanimously.

After a discussion and with input from the Manager,

> Ms. Cooper made a motion to table the contract for Bathhouse roofs, pending further study, seconded by Ms. Fox. Accepted with unanimous approval.

> Ms. Cooper made a motion to table discussion on the paving on the 600 block, seconded by Ms. Fox. Accepted by unanimous approval.

New Business :

Due to emergency and special meetings that can be called to conduct the business of the Association, Mr. Boatwright made a motion to change the Regular Board Meetings from monthly to every other month, seconded by Mr. Adkison. During a discussion, Mr. Rubin stated we had such great homeowner attendance, he would like to see, at least for the time being, the meetings to remain on a monthly basis. Mr. Boatwright withdrew the motion.

Mr. Porter updated the Board on the events involving the Electric Sales Tax refund. Mr. Bufalini made a motion to follow the attorneys' advice, and refund the Sales Tax refund to the appropriate homeowners, seconded by Mr. Wick. After a discussion, Mr. Bufalini withdrew the motion.

Mr. Prothero gave a report on the Utilities Committee progress in which he stated they need more records and to make sure the meter is running properly.

> Ms. Fox made a motion to hire Mr. Coto to evaluate the sewage facility, seconded by Mr. Bufalini. After a discussion, Ms. Fox changed her motion to read hire Mr. Coto to evaluate the sewage facility at a cost not to exceed \$ 5,000, seconded by Mr. Bufalini. The motion was accepted by unanimous approval by a roll call vote.

> At this time, Ms. Colfer made a motion that the meeting for April, 2001 will be held on April 19, seconded by Ms. Fox, accepted with unanimous approval.

A motion was made to adjourn by Ms. Colfer, seconded by Mr. Bufalini, and passed with unanimous approval. The meeting was adjourned at 8:52pm.

*Motion to accept as read
Wick
2nd Colfer*

Unanimous approval

Respectfully Submitted

Mary Lou Weaver

Mary Lou Weaver, Secretary

CLARCONA RESORT CONDOMINIUM ASSOCIATION

TO: Board of Directors

FROM: Jerry Thienes - Outgoing Treasurer



DATE: March 8, 2001

SUBJECT: Treasurers report for two months ending February 28, 2001

OBSERVATIONS:

Income Statement - Revenues exceed our anticipated amounts by \$1,085.43 -- Looks on target!

Expenses - In total we are \$21,577.11 under Budget; however, see below --

THESE ITEMS ARE OVER BUDGET!!!

- A. Electric & Equipment
- B. Electric Sewer Plant
- C. Bath House propane
- D. Refuse Disposal
- E. Sewer Repairs & Maintenance
- F. Bath House supplies
- G. Mail -Postage
- H. Office Supp. & Equip.

From the Monthly Computer Reports, the wage (Salary) items must be re-evaluated!

The computer program is calculating the Current Month Budget on the assumption there are 48 pay periods per the 12 month period. In reality there 52 pay periods.

For example --

	I Year to date Actual	II Year to Date Budget (using 48 pays)	III Year to Date (using 52 pays)
Accounting Wages	4,173.77	4,500	4,153.84
Bath house Wages	2,729.36	3,000	2,769.23
Gate Wages	9,871.37	10,633.34	9,815.38
Maintenance Wages	18,465.87	21,166.66	19,538.40
Activities Salary	2,746.16	3,133.34	2,892.31
Secretarial Wages	2,540.00	2,858.34	2,638.46
Payroll Taxes	4,463.28	5,333.34	4,923.08

Pay periods to February - 8

In evaluating the wage/salary accounts you must compare Column I with Column III and not the amount shown on the computer printout Column II

Keep in mind that up to Feb. 28th there have been no increases given to employees (except merit to one maintenance employee); however considerable overtime (app. 3,000) has been paid in the Maintenance area.

I enjoy Budget and Finance, but due to present health conditions, I find it impossible to continue.

Activities Committee, JANET A. ROCK

Fax 407-884-7857
Home Phone 407-884-7857
Email Ladyjrock@aol.com

March 07, 2001

The committee met at the rec. hall at 11:30 a.m. and closed at 1:00 p.m. on Monday, March 5, 2001

1. Discussed the success of the pig roast. 350 paid customers, 40 children and some volunteers were fed. Comments were all positive. Some discussion ensued on the possibility of selling tickets prior to the dinners but the committee agreed it had been done before to no advantage.
2. Jack announced that the activities budget was close to \$800.00 under budget.
3. Gigi spoke of the necessity of the committee volunteer in charge of the dinners to fill out the forms she gives them so that an accurate record can be kept of the volunteers who work. Eleven volunteers are needed to serve the dinners plus those who help Jack in the kitchen. Also explained that the money takers were asking for lot numbers in an effort to see the areas we may be missing people coming to the dinners .
4. Bingo: The law states that all money above the costs of supplies must go back to the bingo players. They had been taking 10% up to \$50. to cover the costs of supplies and the percentage of wear and tear on chairs and tables. The manager, Mr. Rubin, said he had changed that. The bingo money should not co-mingle with the activities money, therefore, he had a separate Bingo account set up to build up to no more than \$150.00 The cost of supplies would come from that as well as a portion of the costs when chairs or tables needed to be replaced. It was asked if volunteers were still getting their bingo cards free. Florence said no, that practice had been stopped for quite awhile.
5. Residents For a United Resort requested the use of the hall for every Monday evening. It was agreed to with the provision that if the hall was needed for another event, Residents For a United Resort would give the hall up that evening after receiving a one (1) weeks notice from the activities director.
6. It was suggested that we contact the sheriff's office to request that the dept come out to give the residents some tips on securing their homes before leaving for the summer season. It was also mentioned that it could perhaps include some safety tips for the kids. It was agreed that Jack would look into it.
7. It was suggested that if we could cut down on the costs of the entertainment without cutting out entertainment, the activities committee could then perhaps be able to make a money contribution to help with the refurbishing of the kitchen. It was decided to try that and if we could build up some extra funds, to take it before the board.
8. It was decided to again do the children's Easter Egg Hunt on Easter ,morning. Janet Rock agreed to be the committee chairperson and more information will be forthcoming.

Committee Members in attendance: Beth Lucas, Clayton Theisen, Gigi Adams, Janet Rock, Ryna Schoen.

Board Member : Vince Bufalini

Activities Director: Jack Jordan

Other Guests: Manager: Mr. Rubin, Charles Caldwell, Shifra Boxer, & Florence Bowman from the Sunshine Club

Submitted to the Board on Thursday, March 8, 2001 by Janet Rock, secretary
