

**CLUB SEVILLA CONDOMINIUM ASSOCIATION, INC.  
SPECIAL MEETING OF THE BOARD OF DIRECTORS  
HELD AT AS A TELEPHONE CONFERENCE CALL  
AUGUST 16, 2017, 7:00 P.M., E.S.T.**

**I. CALL TO ORDER:**

**Present for the Board of Directors:**

Rick Heyde - President  
Don Shuster - Vice President  
Patrick Kregiel - Vice President  
Cyndi Hicks - Vice President  
Josephine Krantz - Vice President/Secretary/Treasurer

**Present for Osceola Resort Management Company:**

Robert A. Slaman - President  
Michelle Dalomba - General Manager

**Call the Meeting to Order:**

The meeting was called to order at approximately 7:00 P.M., E.S.T. by Mr. Heyde.

**II. APPROVE THE MINUTES OF THE LAST MEETING:**

**Minutes:**

Ms. Krantz made a motion to approve the minutes to the June 28, 2017 Board of Directors Meeting.  
Ms. Hicks seconded the motion. The motion was approved unanimously.

**III. RESORT STATUS:**

Ms. Dalomba reported the following:

Current occupancy is approximately 91%.

Club Sevilla hosted a family reunion and many of the family members rented rooms at the Resort.

The coffee chats are going well.

**IV. OLD BUSINESS:**

**Association owned unit-weeks:**

As of August 15, 2017, there are one hundred forty- one (141) unit-weeks in inventory.

**Sales and Marketing Company:**

Mr. Slaman told the Board that Osceola Resort Realty Company sold thirty-seven (37) unit-weeks in 2017. Of those sales, twenty-three (23) unit-weeks were CS I unit-weeks.

The closing with GEVC took place in 2016. The Association sold three hundred fifty-one (351) unit-weeks. A total of six hundred nineteen (619) unit-weeks were sold in total.

GEVC paid the first three quarterly maintenance fee and tax payments on the one hundred ninety-eight (198) CSI unit-weeks they will utilize this year. The fourth quarterly payment is due on October 1<sup>st</sup>. These are the weeks that occur from week 27 through week 52.

GEVC agreed to purchase an additional seventy (70) unit-weeks. All seventy (70) unit-weeks had clear title. GEVC will close on these unit-weeks as soon as the California Department of Real Estate approves the closing.

**Board Member Unit Inspections:**

Ms. Hicks will conduct the third quarter inspection on August 31, 2017.

**Constant Contact:**

The next newsletter will be released in September. Ms. Donna Latham will be the next featured Board Member.

**Building Ceilings:**

There has been no activity on this item.

**Front Entrance Doors:**

There is one unit having the entrance doors replaced this week. After this unit's doors are replaced, there will be a total of thirty-two (32) sets of entrance doors replaced.

**Kitchen Ceilings:**

There has been no activity on this item

**Sound Proof Doors:**

There is one unit having the lock off door replaced this week. After this unit's door is replaced, All fifty (50) sound proof doors will be installed in Phase I. This job will be completed.

**New Linen Package:**

Management has ordered all the linen. The remaining bed skirts needed have been priced at an upholstery shop. Ms. Dalomba is attending a trade show this week and will look for an alternative vendor with a better price. A final decision on which vendor we use will be made next week and the remaining bed skirts will be ordered.

**Management Agreement:**

The new Management Agreement draft has been completed. Mr. Slaman will review it and get back to Ms. Krantz with his comments so it can be completed by the Annual Meeting.

**Clubhouse Bathrooms:**

Mr. Slaman proposed delaying the bathroom renovation. We will remove the wallpaper, paint the walls, replace the cabinet, sinks, and counter top.

**Clubhouse Tile Floor:**

Management will delay the replacement of the clubhouse floor. The floor will be cleaned professionally.

**Perimeter Chain Link Fence:**

The fence is in good condition. The Board Members asked that Management police the area regularly to make sure the fence remains in good condition.

**Annual Meeting:**

The Annual Meeting is scheduled for November 7, 2017 at 4:00 P.M., E.S.T.

**V. NEW BUSINESS:****Discuss the First Draft of the 2018 Proposed Budget:**

Mr. Slaman presented the proposed budget for 2018. Mr. Slaman explained the budget and answered all of the Board Members' questions. The Board agreed to the format of the budget and agreed to send it out to all Owners so it can be considered for approval at a Regular Meeting of the Board of Directors.

**Approve the Allocation of the 2017 Reserve Interest Income:**

Ms. Krantz made a motion to approve the allocation of the 2017 reserve interest income with \$.01 going to the Paving Reserve account and the balance going to the Doors and Locks reserve account. Mr. Shuster seconded the motion. The motion passed unanimously.

**Set the date for the next meeting:**

The next Regular Meeting of the Board of Directors is set for Wednesday, September 27, 2017 at 7:00 P.M., E.S.T. This will be the 2018 budget approval meeting.

**Approve the Purchase of two sixty pound Milner Commercial Laundry Machines:**

Mr. Shuster made a motion to approve the purchase of two sixty pound Milner laundry machines. Ms. Krantz seconded the motion. The motion passed unanimously.

**VI. FINANCIAL REVIEW:**

**Financial Review:**

Mr. Slaman reviewed the July, 2017 Financial Report and Key Indicators Report with the Board Members.

**VII. COMMENT CARDS:**

**Comment Card:**

The Board reviewed the RCI comment cards. Mr. Slaman said we are on track to receive the Silver Crown Award.

**VIII. ADJOURNMENT:**

**Adjournment:**

Mr. Shuster made a motion that the meeting be adjourned. Ms. Krantz seconded the motion. The motion was approved unanimously. The meeting was adjourned at approximately 8:14 P.M., E.S.T.

**ACTIONS TAKEN BY THE BOARD OF DIRECTORS:**

**Board of Directors Meeting Minutes:**

The Board approved the minutes to the June 28, 2017 Board of Directors Meeting.

**Allocation of the 2017 Reserve Interest Income:**

The Board approved the allocation of the 2017 reserve interest income with \$.01 going to the Paving Reserve account and the balance going to the Doors and Locks reserve account.

**The Purchase of two sixty pound Milner Commercial Laundry Machines:**

The Board approved the purchase of two sixty pound Milner laundry machines.

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Josephine Krantz, Vice President/Secretary/Treasurer

Date

**These minutes were approved by the Board of Directors at the \_\_\_\_\_ Board Meeting.**