

**CLUB SEVILLA II CONDOMINIUM ASSOCIATION, INC.
SPECIAL MEETING OF THE BOARD OF DIRECTORS
HELD AT AS A TELEPHONE CONFERENCE CALL
AUGUST 16, 2017, 8:30 P.M., E.S.T.**

I. CALL TO ORDER:

Present for the Board of Directors:

Barry Faughnan - President
Kennith Reese - Vice President
Kim McCarty - Vice President
Jackie Spears - Vice President
Donna Latham - 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 8:30 P.M., E.S.T. by Mr. Faughnan.

II. APPROVE THE MINUTES OF THE LAST MEETING:

Minutes:

Mr. Reese made a motion to approve the minutes to the June 28, 2017 Board of Directors Meeting.
Ms. McCarty 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 owner unit-weeks:

As of August 15, 2017, there are thirty-three (33) 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, seven (7) unit-weeks were CSII unit-weeks with one (1) sale pending.

The closing has taken place with GEVC. The Association sold two hundred sixty-eight (268) 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 forty-eight (148) CSII unit-weeks they will utilize this year. The fourth quarterly payment is due on October 1st. These are the weeks that occur from week 27 through week 52.

GEVC agreed to purchase an additional one hundred twenty (120) unit-weeks. All one hundred twenty (120) unit-weeks had clear title. GEVC will close on these unit-weeks as soon as the California Department of Real Estate approves the closing.

Building Ceilings:

There has been no activity on this item.

Constant Contact:

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

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.

Wifi Maintenance Agreement:

This job has been completed and will be removed from the open items report.

Sound Proof Doors:

The last sound proof doors remaining to be replaced in Phase I will be completed this week. After Phase I is completed, we will replace the door in unit 1004 and then move into buildings 8 and 9.

Lock-off Furniture:

Management is looking for a chair that will match the color of the existing furniture and will fit under the new desk.

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.

Front Entrance Sign:

Management has submitted the paperwork to Osceola County for the front entrance sign grant.

Patio Furniture:

Management ordered ten (10) sets of patio furniture.

Annual Meeting:

The Annual Meeting is scheduled for November 2, 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:

Mr. Reese made a motion to approve the allocation of the 2017 reserve interest income with all of the interest income going to the HVAC reserve account. Ms. Latham 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 8:30 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. Reese made a motion to approve the purchase of two sixty pound Milner laundry machines. Ms. Spears 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. Reese made a motion that the meeting be adjourned. Ms. Spears seconded the motion. The motion was approved unanimously. The meeting was adjourned at approximately 9:54 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 all of the interest income going to the HVAC reserve account.

The Purchase of two sixty pound Milner Commercial Laundry Machines:

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

Donna Latham, Vice President/Secretary/Treasurer

Date

These minutes were approved by the Board of Directors at the _____ Board Meeting.