

## **Cape Haze Resort B 3/5 Condominium Association, Inc.**

### Approved Minutes of Meeting

Board of Directors, December 5, 2014, 9:00 a.m., Cape Haze Resort Clubhouse

Members Present:            Bob Baran, president  
                                     Pete Travers, secretary/treasurer  
                                     Ken Maloof, vice-president

Members Not Present:     none

Others Present:            Clark Gillaspie, association manager

Observers:                 Mike and Darlene Sweeney

#### **I. Declaration of Quorum**

Gillaspie advised a quorum was present. (Travers was present by telephone.)

#### **II. Certification of Notice of Meeting**

Gillaspie gave written certification that the meeting had been noticed properly.

#### **III. Call to Order**

The meeting was called to order with Baran acting as chair. As the four boards were meeting in a special joint session, Baran yielded the chair to Gillaspie. The addition of a new rule to the recently revised Rules and Regulations was considered. The new rule would place responsibility for damage to common property on unit owners who fail to properly maintain their units. It was moved and seconded that the new rule be added to the rules and regulations, with one minor change in the wording. The motion carried unanimously.

#### **IV. Approval of Minutes**

As it was a special joint session, minutes of the previous meeting were not considered.

#### **V. Old Business**

None

#### **VI. New Business**

**A. Rules and Regulations**

It was moved and seconded to distribute the new Rules and Regulations by hand or by certified mail. The motion carried unanimously.

**B. Reserves**

It was moved and seconded to approve a transfer of monies from the operating account to the reserves accounts, in an amount not to exceed the total of the retained earnings to date, as soon as possible after year end. The motion passed unanimously.

**VII. Other Business**

None

**VIII. Determination of Next Meeting**

February 10, 2015 (the second Tuesday of February)

**IX. Adjournment**

There being no further business, it was moved and seconded that the meeting be adjourned. The motion carried unanimously.

Respectfully submitted,  
Pete Travers, secretary/treasurer