



SAND AND SURF CONDOMINIUM ASSOCIATION

2535 SOUTH ATLANTIC AVENUE DAYTONA BEACH SHORES FLORIDA 32118

Minutes of the Board Meeting held on March 7th, 2026, at the resort.

Present: Bob Ford - President, Ray Graber - Treasurer, John Hauser – Secretary, Stu Gee – Board Member, Vicky Freeman – Alternate Board Member, Kaila Johnson – Manager

Absent: Jeni Sellers - Vice President

Owners present: Dan and Bryann Nugent, Butch and Cindy Burden.

10:am Meeting called to order by President Ford

Board listens to statements from Dan and Bryann concerning misrepresentations and unauthorized transactions that were conducted with them by our previous manager. They presented the Board with a notarized document stating these issues that will be kept on file. The owners asked questions about the new software, the inventory of kitchen utensils cups and plates that should be in each unit and an update on the legacy bricks all which were addressed by the Board.

10:35 am. The Owners leave the meeting.

Ray makes motion to approve February Minutes, 2nd by Stu. Minutes are approved.

MANAGERS REPORT, Kaila:

We have installed new electronic locks in all our units. Owners can use their key fob or a 4-digit code to access their unit during their stay. Some discussion about how we could generate new codes every week or let Owners set their own.

Legacy Bricks: Previous management received orders but never uploaded them onto the production companies' website order form and some will have formatting issues. The orders have sat in a file drawer for months. John will take the pile of files and begin the process of entering the info on the order form and getting the production started.

Update on our maintenance man situation. Bob authorizes Kaila to replace anyone that doesn't work out to her satisfaction.

We need some kind a lock on our pool heater. Owners are jumping over the security fence and setting the heater on max.

Kaila reports on positive comments after visit from Interval International representative.

We now have a printed QR code notice placed in all Units that allows Owners to access all current check-in and check-out info as well as parking and pool rules by scanning the code with their cell phones. We no longer need to have the green books or other informational paperwork in the rooms.

FINANCIAL REPORT, Ray:

We have \$481,063.67 in checking/operating funds for remainder of year.

The total cash outlay for February 2026 was \$30,545.99 which was \$7,962 less than February 2025 if you take out special items.

Revenue for February 2026 was \$18,947.80

John makes motion to approve Treasurer's report, 2nd by Vicky. Report is approved.

Kaila asks about paying bills online vs. writing checks to our regular vendors. Using autopay could be cheaper and would require less paperwork. Ray will check with our bank.

OLD AND NEW BUSINESS, Bob:

Bob says we have found 4 owners who do not have deeds assigned to their Units and there may be more. Our new software is finding some discrepancies in our data base that we can now correct. Work on the online billing and ACH bank transfer process is ongoing. The new system should be fully ready in a couple of weeks.

Stu says office should update owner info as a matter of course at check-ins.

John makes a motion for Vicky to become a full Board member, 2nd by Stu. Motion is passed.

Discussion about Board access to the reservation and accounting portal of the new software and probably needing an additional level of administrator access to prevent any Board member from being able to accidentally screw things up.

Using a flatscreen monitor Bob gives a hands-on demonstration to the Board of our new reservation software and its many features. The demonstration included preview of a possible new Sand and Surf website with a totally new look and navigation system that links up with the reservation software. It was built by Brian using AI technology. Bob thinks this new AI site will drive more Owners to use the reservation software.

Discussion about demo website and the accuracy of the current AI content, who would be in control of posting and editing and what training and software might be required.

Our transaction fees for credit card purchases are 2.9%

Bob wants to give Brian a gift card for his work on developing our software over the past 3 months with no pay. Board approves request in amount of \$500.00

Motion to adjourn made by John, 2nd by Ray. Meeting is adjourned

Next meeting will be May 11th, 10am. at the resort.

Minutes taken by: John Hauser Secretary