



SAND AND SURF CONDOMINIUM ASSOCIATION

2535 SOUTH ATLANTIC AVENUE DAYTONA BEACH SHORES FLORIDA 32118

Page1

Minutes of Board of Directors meeting held onsite on December 6th, 2025, @10am

PRESENT: Bob Ford – President, Jeni Sellers - Vice President, Ray Graber – Treasurer,

John Hauser – Secretary, Vicky Freeman – Owner,

ABSENT: Stu Gee - Board Member

10am: Meeting called to order

Bob asks for motion to make Vicky Freeman an Alternate Board Member as she has attended meetings regularly for over 6 consecutive months and expressed her interest in becoming a full board member. Motion made by Ray, second by Jeni. The motion is passed.

Vicky will now serve as a Board member in place of Stu for the remainder of this meeting.

Motion to approve November minutes made by Ray, second by Jeni. The motion is passed.

Treasurers Report, Ray

Total cash outlay for November 2025 was 19K less than last November after you deduct \$71,7888.00 for special items that include:

\$200.00 for Sealcoat painting, \$17,335.00 for roofing, \$33,891.00 for cement work, \$89.00 & \$18,825.67 to the Tax Collector and \$1,437.50 for fencing.

Revenue for November was \$160,326.18

Motion to approve treasurers report made by John, second by Vicky. The motion is passed.

Old/New Business, Bob

Kenny and Nicole left the property on Friday December the 5th. Bob went on to document the progression of events that transpired with our management team beginning with a visit to the property on Monday November 17th by Bob and John and their subsequent investigation of employee management and accounting issues.

Page 2

Old/New Business, continued

On the 17th, some interviews were conducted with our employees and questions about management issues and accounting practices were asked. Over the next two weeks, the subsequent lying and misrepresentations made by Nicole Graves to the Board and to Bob led to a confrontation where Nicole and Kenny announced their resignation on November 30th. At that time they gave notice that their last day working would be December 8th but that would not be the case. The 30th was Nicoles last day in the office and Kenny stopped working on the 3rd. They moved out and left the property on the 5th.

Bob and John went on to document some of the issues they discovered relating to the possibility of cash being taken, room rentals being done without documentation and discovery of possible improper financial relationships with Owners. We found unbilled invoices for Unit Weeks recently sold and proof of financial help being given to our manager by an Owner who may not have been billed for some stays. The investigation was ongoing but the repeated lying by Ms. Graves and her refusal to follow management directives had the Board deeply concerned. John stated that on a subsequent visit on November 20th Nicole told him directly she was not looking to leave Sand and Surf and was only looking for a part time night shift at a local restaurant, whereas we now know they had already taken a job at another resort and were looking to move there. Nicole also tried to recruit Lisa our only other office employee to leave with her which would have had serious negative impact on our ability to stay open. Regardless they quit before the Board had determined any official action and we now must move forward with finding a new professional manager.

Ray makes a motion to state that Sand and Surf will never re-hire an ex-employee whether they left in good standing or not. After brief discussion about some previous employees who we once re-hired John seconds the motion. The motion is passed.

Bob already has had one potential manager interview, but we will need to attract a full-time candidate. Board discusses where we can best post for applicants. Indeed? Monster? Ray says QuickBooks ability is a must. Vicky says she can help with posting language as she has experience with hiring applicants from her previous job. She also agreed to sit in on interviews.

We hired Joe, a new full time maintenance person who will start Monday and we are still looking for another part timer.

For the time being we will hire "Splash Authority" pool service at \$700.00 a month.

Page3

Personnel issues:

The Board agrees to pay ex-maintenance man Anthony for the week vacation he earned after a year of service.

The Board discusses and decides the Christmas bonuses for our two employees.

The Board listens to and approves Rays proposal for employee salaries for the coming year.

The Board agrees to shorten office hours for the next couple of weeks as we look for a manager. We will go to half days on Mondays and Sundays and close on Tuesdays.

Bob wants to change and simplify our payroll accounting and have employee hours be turned in on Thursdays going forward.

Ray makes motion to adjourn, second by Vicky. Meeting is adjourned

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

Minutes taken by: John Hauser - Secretary

PHONE (386) 756 - 4662 E-MAIL: office@sandandsurfresort.com