

SAND AND SURF CONDOMINIUM RESORT
2535 S. ATLANTIC AVE., DAYTONA BCH SHORES, FL 32118

The regularly scheduled monthly business meeting of the Board takes place on Saturday, January 4, 2025, at Sand and Surf property. Members present include Bob Ford (President), Jeni Sellers (Secretary), Ray Graber (Treasurer), John Hauser (Acting Vice President), Stewart Gee (Alternate), and Nicole Graves (Property Manager).

The board is introduced to new hire Monique. She is here in Florida with her mother and is teaming up well with the staff. She is excited to learn as she goes and comes to Sand and Surf with lots of book keeping experience. She will be taking notary classes for licensure. Monique exits the meeting room.

The meeting is called to order at 10:04am by Bob Ford.

SECRETARYS REPORT

A motion to accept the minutes given from the previous meeting is made by Ray Graber followed by a second by John Hauser; all in favor, the motion carries.

MANAGERS REPORT

Nicole is conducting weekly meetings with the staff to overview and coordinate the large projects taking place. RCI has been giving us big issues what with the different influx of unsavory clientele and problematic check ins involving fake credit cards. RCI people have been trashing the rooms and destroying property; police had to be contacted. Would like the right to refuse service and set up a higher deposit amount to replace broken blinds, clogged toilets, and housekeeping charge. Tony has been filling all the cracks on property. Need a new bar b que but can hold off until March. Light in the bathroom is done. Have aligned the bills to be paid the same time of the months instead of at intervals. Have updated all of the passwords and streamlined servers. Will begin a QuickBooks class soon and have an employee picture day for website. Terminix contract is canceled, the maintenance will perform treatments in-house.

Nicole exits the meeting at 10:37am.

FINANCIAL REPORT

Total cash on hand to run for the next year in checking and operating accounts is \$463,598.94. A total of \$24,818.16 has accumulated in the tax account. Future reserves account has 169K and Self Insurance accounts have 351K. Grand total in the bank is \$1,101,464.72.

A motion to accept the treasurer's report as presented is made by John Hauser followed by a second by Jeni Sellers; all in favor, the motion carries.

Treasurer suggests that Manager to concentrate on her study of QuickBooks and create a 'Master Owners List', enabling us to keep track of who owns and who has paid etc. We need an accurate database of deeds.

OLD/NEW BUSINESS

Bob feels Nicole is doing a good job at managing the premises. He has texted with Margaret Hurst as to her future involvement with the Board. John Hauser will work on the redesigning and update of our company letterhead and logo. Monday, Bob has a meeting with Parker, Nils, and the paver guy at one time to hash out any differences preventing from forward movement on all projects. A motion to increase the deposit amount required before check in by RCI and Interval guests to \$300 is made by Ray Graber followed by a second by Jeni Sellers; all in favor, the motion carries. As for a third-party company calling the front office with bogus reservations, dump them fast and turn them over to RCI; not our responsibility. The ring camera is paid annually and stored on the cloud for motion capture where Bob Ford is the designated administrator. Board members may download the app and receive access.

The next meeting is set for February 8, 2025 on property at ten o'clock in the morning.

ADJOURNEMENT

A motion to adjourn the meeting is made by John Hauser followed by a second by Ray Graber; all in favor, the meeting is adjourned at 11:16am.

These minutes have been respectfully submitted by Jeni Sellers, Secretary.