



**2535 S. Atlantic Ave., Daytona Beach Shores, FL 32118
(386) 756-4662**

The regularly scheduled monthly business meeting of the Board takes place on Saturday, December 7, 2024, at Sand and Surf property. Members present include Bob Ford (President), Jeni Sellers (Secretary), Ray Graber (Treasurer), and John Hauser (Assistant Secretary). Also present is Office Staff: Nicole Graves.

Meeting is called to order at 9:58am by Bob Ford.

FACILITIES UPDATE

New maintenance employee is introduced to the Board and given an opportunity to “get to know” Anthony (start date was 11/29/24). This is followed by an overview of projects that have been going on including: rock garden rejuvenation, speed bump and rust removal. Discussion of strengths and weaknesses, being a self motivator with attention to detail and the high importance of communication. The need for new walkie talkies is expressed.

Anthony leaves the meeting at 10:14am.

MANAGERS REPORT

(Interview of Nicole for open manager position) Nicole has been with the company as an office staffer for two years observing the lay of the land. She also comes in with a plethora of experience and tools for the job. Prior manager at two resorts out west with references. Her major focus would be on saving the resort money by “cutting the fat” and will work hard for our owners by vigilantly watching expenditures. Namely piece items bought at retail versus at discounted bulk. Also, attention to the laundry bills coming in and possible new contracts to pursue. She has no problem using QuickBooks and is confident that obtaining the CAM licensure will not be a problem either. She politely explains her dealings with the previous Manager(s) and how she will be very different; she would prioritize organization and orderly systems as it pertains to financials and aim to please our owners with positive guest relations. Further comments about who she sees as the right co-worker and how she will vet and manage future employees with professional standards.

Nicole leaves the meeting at 11:11am.

Discussion takes place about hiring Nicole as the new General Manager, hours, salary, etc.

SECRETARY'S REPORT

A motion to approve the Secretary's Report is given by Ray Graber followed by a second by John Hauser; all in favor, the motion carries.

FINANCIAL REPORT

The total in the checking/operating account is \$548,621.74. The tax bill was paid. The loan payback account has 47K in it. Self insurance consisting of interest bearing and CD remains at approximately 356K. Revenue is down from Nov '23.

A motion to approve the Treasurer's Report is given by John Hauser followed by a second by Jeni Sellers; all in favor, the motion carries.

OLD/NEW BUSINESS

The Board decides on Christmas bonuses. Bob gives an update as to what has been going on... conference call with the mayor and city about the hole in between the two properties. Perennial has put in a work order/permit to move forward with resolution. Price inquiry for more trap bags in the meantime. Parker asked about additional vinyl. Obtaining permitting for the coastal drainage has stalled because everyone is pointing to each other; DEP to the state to the county. It will be January before the drainage is addressed. Crack by the bathroom turned out to be cosmetic, not structural, and Kenny has taken care of it. The beam at unit 111 and next to it have cracks. It will be three grand with RJ Coating to fix. A motion to approve a contract with the aforementioned company to repair concrete and beam is given by John Hauser followed by a second by Jeni Sellers; all in favor, the motion carries. Drapes versus blinds. Holiday hours. Kenny raise. Offer Nicole the new position.

The next meeting is scheduled for Saturday, January 4, 2025 on property at ten o'clock in the morning.

ADJOURNMENT

A motion to adjourn the meeting is given by Ray Graber followed by a second by John Hauser; all in favor, the meeting is adjourned at 12:12pm.

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