

**LA CASA Del SOL COUNCIL OF CO-OWNERS
BOARD OF DIRECTORS MEETING
January 21, 2014**

*******APPROVED MINUTES *******

The meeting was called to order by President Dennis York at 1:00 P.M. Board members in attendance at the beginning of the meeting were Vicki Vannatta, Steve Gandy, Jerry Cigainero, Ray Leidig and Ben Harbour. Jerry Lamel was absent and his proxy was not assigned. Candy Lamel arrived at 1:50PM.

Call To Order: President Dennis York declared a quorum present and the meeting proceeded to the first agenda item.

Board Meeting Agenda:

- **Approval of Minutes:** After a brief discussion, the minutes from the October 8, 2013 meeting were reviewed. Motion was made to approve the minutes of the October 8, 2013 meeting by Ray Leidig and second by Vicki Vannatta. The motion was accepted and the minutes of the October 8, 2013 meeting were approved.

- **Presentation of Financial Report:** Vicki Vannatta gave the Treasurer's Report. Dennis York had a question pertaining to the Accumulated Depreciation line of the report. After discussion the Treasurer's Report was accepted with a motion from Steve Gandy and a second by Ray Leidig. The report was approved unanimously.

- **Report on Resort Management:** Ray Leidig gave his report on the current status of ongoing maintenance and repair at the resort.

The report stated:

- The resort staff is currently building a new counter in the resort office that will serve as a business counter and check-in area for guests.

- Ray reported that twelve units have been re-painted.
- The pool deck has been painted. A small area at the entrance gate still needs some work, but will be completed soon.
- New rock has been laid in the middle area of the resort entrance on Windward. The two side areas will soon be done as well.
- Deep cleaning of carpets in all rooms has been completed.

- 8 sleeper sofas were replaced in various units and the inventory of all units has been completed.
 - One BBQ Grill is not working. Upon examination of the grill support structure it was determined the sub-structure of the grill area cabinet was rotten and would need replacement. Ray reported the replacement cost of a new grill was \$1900.00 – \$3,000.00 each. A replacement standalone grill would be purchased to replace the broken grill. Standalone grills would then be installed in the current grill cabinet after repairs are made and as the current grills fail. The exact appearance of the new façade is uncertain. Ray will present a more detailed design to the board at the next meeting.
 - Three additional roof top AC units will be purchased and installed. A question about recycling used units was made by Ben Harbour. It was suggested we check into finding someone to salvage the used units and appliances.
 - Ray told the Board about owner complaints. The complaints were reviewed by Ray and the owners contacted. It was determined most were housekeeping related. Some of the complaints were deemed due to uncontrollable circumstances and rules violations.
 - Ray distributed copies of a Sexual Harassment policy for Board review. The decision was made to review the policy at a later date due to time constraints.
- **Appointment of New Board Member:** Dennis York explained that Jerry Lamel has formally resigned his Board position due to health reasons. The board approved Candy Lamel to serve in Jerry's place for his final year. She would then be required to run for election to the Board if she wanted to continue serving.
- **Non-smoking Policy:**
- The Board had an in-depth discussion pertaining to making the resort rooms smoke free. The Board decided to make the last remaining smoking rooms non-smoking rooms. This would make the resort a non-smoking facility for smoking inside the rooms. The smoking ban includes tobacco products as well as electronic and vapor products and devices. Smoking would still be permitted outside the rooms and the outside resort area. The vote was 5 for and 1 against with Ben Harbour voting against.. The motion carried.
 - The Board determined a penalty of \$250.00 be assessed if the non-smoking rule is violated. Subsequent violations would result in the owner or guest asked to vacate the resort. A motion was made by Vicki Vannatta and second by Steve Gandy. The motion carried unanimously.

- The Board discussed new and additional signage to remind owners and guest of the non-smoking changes. Ray & Mikel will handle the signage.
- The Board decided by unanimous vote to make the non-smoking policy effective Friday, March 7, 2014.
- Steve Gandy will make the changes to the rules and regulations and posting on the website.
- **Upgrade Transfers By Existing Owners & IP Week Retention:**
 - Dennis York asked for clarification concerning how many IP weeks an owner can transfer when doing a season upgrade transfer to a red week from a white or blue week. The Board proposed allowing an existing owner doing a season upgrade transfer from a blue or white week to a red week the ability to keep up to 4 IP weeks if the owner already has at least 4 IP weeks with their existing contract. Owners with less than 4 IP weeks could transfer only the IP weeks they currently have. Ray Leidig made motion to approve and was seconded by Vicki Vannatta. The motion was approved unanimously.
- **Policy For The Surrender of Deeded Weeks:**
 - Dennis York made aware to the Board that LCDS does not have a definitive policy in place for members, particularly elderly members, who cannot afford to pay their dues and are requesting some type of release from the obligation and their contract. Historically, this has been handled on a case by case basis due to the rarity of the situation. Due to the increase in instance, Dennis stressed the need for a definitive policy that would afford equal treatment of all owners in this situation.
 - After lengthy discussion the transfer fee structure below was decided upon by the Board. A motion for approval was made by Vicki Vannatta and was seconded by Ben Harbour. The motion carried unanimously. Steve Gandy will update the website with the new policy.

Owner Age 75+: Owner pays a \$250.00 transfer fee by January 31 of the New Year providing:

1. All previous fees and dues are current.
2. The owner has not used the resort in January of the new year.
3. The owner, through RCI, its affiliates or any other vacation or timeshare exchange, have not already space banked a deeded week for any time in the next two years*

Owner Age 65 - 74: Owner pays a \$500.00 transfer fee by January 31 of the New Year providing:

1. All previous fees and dues are current.
2. The owner has not used the resort in January of the new year.
3. The owner, through RCI, its affiliates or any other vacation or timeshare exchange, have not already space banked a deeded week for any time in the next two years*

Owner Age 64 & Younger: Owner pays the full amount already established under the LCDS transfer back policy in place:

1. All previous fees and dues are current.
2. The owner pays the current year's dues plus an additional years dues and a \$250.00 transfer fee.
3. The owner, through RCI, its affiliates or any other vacation or timeshare exchange, have not already space banked a deeded week for any time in the next two years*

*Owners of any age who have space banked time at LCDS through RCI, its affiliates or any other vacation or timeshare exchange will be charged the standard LCDS transfer fees as established in the transfer back policy already established which is the current years dues and an additional years dues plus a \$250.00 transfer fee.

- **Foreclosure of Deeded Weeks – February & March 2013:**
- Dennis York stated that Nueces County failed to make the deadline for filing foreclosures in February due to personnel changes. LCDS will not be sending additional notices to foreclosed owners. Dennis will be returning to file at Nueces County in April – May to do 50-60 foreclosures. Once done, the majority of all foreclosures that will not require additional legal assistance will have been done. That will leave approximately 25 owners whose deed records are not current.
- **Candidates For Board Seats:** A discussion was had about the two Board seats open for election and the candidates.
- **Conversation about Owner Dispute:** Dennis York addressed the Board concerning a dispute with an owner and presented the latest correspondence from the owner related to fees assessed for rules violations. Dennis presented the Board with copies of a letter, check-in forms and emails he intends to send to the owner. The Board, having

dealt with this particular situation in the past, once again decided the fees and penalties assessed will remain intact.

- **Access For The Disabled At The Resort:** Dennis York advised the Board the Reservations & Accounting staff had concerns about RCI guests who are unaware that LCDS is not handicap accessible in some areas, especially the second floor. Steve Gandy will add this information to the website and create a Handicap Statement for Board approval. Copies of the Handicap Statement will be made available in the rooms and throughout the resort.
- **Enforcement of Rules:** The Board discussed the need to re-visit the Rules & Regulations of LCDS to make changes and update policies. No definitive timeline was established for doing so. The Board agreed that until such time, the Board supports the LCDS staff enforcing the rules as posted on the website. A motion was made by Candy Lamel to add the statement to the website “The Board supports the La Casa del Sol staff enforcing the rules as posted on the La Casa del Sol website”. The motion was seconded by Vicki Vannatta and approved unanimously.
- **Rules Verification:**
 - The rule allowing a two bedroom owner to call for an IP week 31 days in advance versus 30 days for a one bedroom owner was upheld.
 - The Board discussed possible fee changes to recover cleaning costs when two bedroom owners utilize two one bedroom units due to the unavailability of a two bedroom unit. No changes were made at this time.
- **The Remodel:** Jerry Cigainero asked about the status of the room remodel project. Jerry requested better communication of the status of the rooms under remodel and what is going on at the resort pertaining to the construction.
- **The Website:** Steve Gandy gave an overview of the new website. The Board discussed the changes they would like to see on the site and gave approval for Steve to move forward with further site development, transfer of the lacasaresort.com domain name and maintenance of the site. A motion was made by Steve Gandy to move forward with the development of the new website. The motion was seconded by Vicki Vannatta. The vote was unanimously approved.
- **Additional Phone Line:** Dennis York proposed a second phone line for the Weatherford reservations office. A motion was made by Ray Leidig and seconded by Vicki Vannatta. The Board voted unanimously for approval.

- **LCDS Owners Meeting:** Dennis previewed the LCDS Owner's Meeting in February and the expected schedule for the Board. The next Board meeting was scheduled for March 18, 2014.

Meeting was adjourned at 4:30

Executive Session.

- **Meeting Adjourned**
- **Executive Session**