

**LA CASA del SOL COUNCIL OF CO-OWNERS
BOARD OF DIRECTORS MEETING
March 18, 2014**

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

The meeting was called to order by President Vicki Vannatta at 1:00 P.M. Board members in attendance at the beginning of the meeting were Dennis York, Steve Gandy, Jerry Cigainero, Ray Leidig and Ben Harbour. Candy Lamel arrived at 1:35. Owner Carrie Gandy arrived at 1:25 to hear the meeting.

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

Board Meeting Agenda:

- **Approval of Minutes:** Secretary Steve Gandy presented the Board with the revised minutes from the January 21, 2014 meeting. The minutes were revised to exclude the specific name of an owner. Details of the owner dispute were moved to executive session. The previous minutes had been approved via email between the Board members. A discussion was had on how to proceed with revising minutes for future meetings. A discussion was had on the whereabouts of executive session discussion from prior years and Boards. Motion was made to approve the minutes of the January 21, 2014 meeting by Ben Harbour and second by Dennis York. The motion was accepted and the minutes of the January 21, 2014 meeting were approved. The Board was presented with a copy of the LCDS Handicapped Accessibility Statement for approval. Dennis York recommended a wording change in the statement which was approved.
- **Presentation of Financial Report:** Dennis York gave the Treasurer's Report. He reported the payroll expenses were increased slightly due primarily to hiring two additional resort personnel. Property taxes and licenses are up a bit, but in general, expenses are in line with the budget or slightly below. Dennis explained that the LCDS credit card processor will change the way processing fees are charged effective April 4, 2014. A discussion was had about the uncollectable dues on the balance sheet. Dennis addressed the Board about renewal of the various insurance policies for the resort and asked board approval to renew the policies. The quote for renewal was slightly increased over the prior term. The Board decided to move forward with the renewal due to time constraint, but advised a thorough review of all insurance policies before the next renewal. A motion was made by Ray Leidig to approve the Treasurer's Report and was seconded by Steve Gandy. 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:

- “No Smoking” signs have been posted on the inside and outside of the door of each unit.
- A new system has been implemented for checking room readiness after housekeeping has completed cleaning of a room. Ray receives a report weekly stating who cleaned each room.
- Ray stated the demolition of Unit 110 took 20 days with two people working on the project. It was recommended that a more detailed breakdown be kept of the hours spent performing specific aspects of the demolition.
- The counter in the office has been completed.
- The pool fence was broken at the gate the previous week, but has been repaired.
- A new gas grill has been purchased to replace the grill that is nonfunctioning. The grill area facade will be rebuilt to match the existing facade. Additional grills will be replaced as needed.
- Rock will be laid on each side of the front entrance matching the rock already laid in the middle section of the resort entry on Leeward St..
- The supplier of our AC roof units has been contacted and is reserving three units for LCDS purchase.
- Ray advised the Board about owner complaints. The pool required closure and treatment during the Spring Break week due to fecal matter found in the pool.
- During Ray’s report, Candy Lamel relayed a message received from the resort manager Mikel Bilano. Mikel said a washer and a dryer were broken, the hot tub was down but parts have been ordered, electrical plugs at the dock area need rewiring and the toilet in unit 102 was replaced. The sink in unit 106 was replaced.
- **Website Update:** Steve Gandy gave an update on the new LCDS website and reported the new site is live as of 3/17/2014. Steve requested pictures for the site and advised the only section incomplete is the “Things To Do” section of the site.

****The Board would like to extend our sincere appreciation to Harlan Wright, owner and former President of the Board, for his help transferring the domain name for the new site.****

- **Unit 110 Remodel Project:** Candy Lamel gave an update on the Unit 110 remodel project and explained the purchasing contract with Lowes for products used in the project as well as the purchasing system she has arranged with the remodel supervisor. Suggestions were made on a few design changes going forward. Candy mentioned the new flooring for Unit 110 should be ordered next week. Steve Gandy asked about the estimated time to remodel a room from start to finish now that a system is in place and the work crew has experienced the workflow procedure. It was estimated that future remodels should take approximately six weeks to two months. It was decided to have the work crew keep a detailed timesheet of how many hours were spent performing each step of the project. The purpose of the timesheet would be to ascertain the true cost of each step and to find ways to possibly contain costs and utilize time more efficiently.

- **Status of Foreclosure of Deeded Weeks:** Dennis York advised the Board on the status of the ongoing foreclosure of deeded weeks in delinquency. Dennis stated that no further progress had been made on the project due to the departure of an employee who had been extensively trained on the procedure for foreclosure. He said he should be back on the project around the first of May once tax season is completed.

- **Other Business:**
 - Vicki asked for a copy of the most current Rules & Regulations. Jerry Cigainero will check with Sue Cigainero, former Secretary, for a more recent copy of the Rules & Regulations.
 - Steve Gandy spoke about the need to discuss ways of promoting the resort and trying to transfer the deeded weeks LCDS has to new or existing owners. Vicki said time will be allocated at a future meeting to discuss ideas.
 - Dennis York requested permission to create a payroll account to give Andy Moore check signing ability for payroll in the event he is absent on the days when payroll checks are sent. The account would be for payroll only and would have limited funds. A motion to approve was made by Steve Gandy and seconded by Candy Lamel. The motion was approved unanimously.
 - Dennis advised the Board that we did not vote the proxies at the Owners Meeting in February and we are required to do so. Secretary Steve Gandy will officially tabulate the proxies and get an accurate vote count to submit to the Board.

- **Candy Lamel said the Resort Manager Mikel Bilano asked when Time Warner would be taking over the Wi-Fi for the resort. Ray Leidig responded the contract was never submitted to Time Warner and he would contact them to ask if the same contract could be offered. He would then submit the contract to President Vannatta for her signature.**
- **Candy also mentioned that communication between her and the resort staff pertaining to the ongoing remodel project was good with no major issues considering the distance between her home in the DFW area and the resort. She also requested her name be added to the credit card account for purchasing supplies for the remodel project.**

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