

MINUTES OF A MEETING OF DIRECTORS

Ocean Ritz Owners' Association, Inc.

July 7, 2020

Un Approved

The Directors of Ocean Ritz Owners' Association, Inc. (the "Corporation") held a meeting of Directors at Ocean Ritz Association Office, 10611 Front Beach Rd., Panama City Beach, FL 32407 on this the 7th day of July 2020.

The following members were present:

D Armstrong

Stan Graves

Rob Melby

Mark Wrinn

Warner Fox was absent.

Four of five members present, a quorum was established.

Meeting Chair

The President, Mark Wrinn, was the **Chairperson** for the meeting.

Call the Meeting to Order and

The Meeting was called to order at 3:02 PM

Certify the Notice of the Meeting

The Sergeant of Arms noted that notice of this meeting was properly provided to each director and posted on the property within the time periods required by the bylaws of the Corporation and the laws of the State of Florida.

Approve Minutes of Previous Board Meeting:

The Minutes of June 11, 2020 were approved

Unfinished Business:

There were no items of Unfinished Business

New Business: There were Four (4) Items of New Business

ITEM #1: Discuss and Ratify the Replacement of Damaged Concrete Drive on West Entrance, Top of P1 Ramp

Mr. Wrinn motioned, and Mr. Melby seconded, the Association ratify the replacement of the severely cracked concrete drive at the entrance of the P1 ramp by Cook and Associates at a cost of \$6,900 in preparation for parking deck coating approximately a week later by CentiMark and it paid from Reserve Fund. Mr. Armstrong, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

ITEM #2: Discuss and Vote on the Final Payment to CetiMark for Parking Deck Coating

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the final payment to CentiMark for parking deck coating as follows, Inv 8400208944 dated 5.28.20 for \$6,400 and Inv #8400208951 dated 5.28.20 for \$83,624 for a total of \$90,024.00 paid from Reserve Fund less \$13,000 holdback, pending warranty claim for failed coating at west entrance, top o P1 ramp. Mr. Armstrong, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

ITEM #3: Discuss and on Waving Unit 1701 Late Fee

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the late fee of \$36.25 for Ocean Ritz Unit 1701 for the June 2020 assessment due on June 1, 2020 and late if received after June 10, 2020 because it was received on June 18, 2020. Mr. Armstrong, Mr. Graves, Mr. Melby and Mr. Wrinn voted NO. There were no, YES votes. Motion failed 4 to 0.

ITEM #4: Discuss and Vote on Setting the Date, Time and Place of the Annual Owners Meeting for 2020.

Mr. Wrinn motioned, and Mr. Graves seconded, the Association hold its Annual Meeting and Election of Directors on Saturday, October 3, 2020 at 9:00 AM Central Time at the Panama City Beach Senior Center or similar facility if it is unavailable. Mr. Armstrong, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

Adjourn Meeting:

There being no further business on the Agenda, the July 7, 2020 Ocean Ritz Directors' Meeting was adjourned at 3:34 PM Central Time.

DATED in the State of Florida, on July 7, 2020.

D Armstrong (Secretary)