

MINUTES OF A MEETING OF DIRECTORS

Ocean Ritz Owners' Association, Inc.

Jan 14, 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 14th day of January 2020.

The following members were present:

D Armstrong – joined at 2:13 PM Central Time

Warner Fox - appointed at the Meeting to Replace Joe Franke

Stan Graves

Rob Melby

Mark Wrinn

Joe Franke was absent

Five of five members present a quorum was established.

Meeting Chair

The Vice President, Stan Graves, was the **Chairperson** for the meeting.

Call the Meeting to Order and

The Meeting was called to order at 2:02 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 Dec 16, 2019 were approved

Unfinished Business:

There were no items of Unfinished Business

New Business: There were Thirteen (13) Items of New Business

ITEM #1: Discuss and Vote on Resignation of Joe Franke

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the resignation of Joe Franke as a Director. Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 3 to 0.

ITEM #2: Discuss and Vote on Appointment of Warner Fox to Replace Director Franke

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the appointment of Warner Fox to fill the unexpired term of Joe Franke. Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 3 to 0.

ITEM #3: Discuss and Vote on Ratification of Generator Repair and Charge it to Reserves

Mr. Wrinn motioned, and Mr. Melby seconded, the Association ratify the repair of the Association generator replacing the water pump and fuel gauge on Dec 11, 2019 at an approximate cost of \$1,058 and the cost of the repair be paid from Association Reserve Account. Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

ITEM #4: Discuss and Vote on Ratification of Fire Alarm Panel and Charge it to Reserves

Mr. Wrinn motioned, and Mr. Melby seconded, the Association ratify the repair of the Fire Alarm Panel by replacing the Annunciator Panel at an approximate cost of \$3,026 and the repair be paid from the Association Reserves. Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

ITEM #5: Discuss and Vote on Beach Service Agreement for 2020

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the Beach Service Agreement for 2020 Beach Service for Ocean Ritz provided by Coastal Parasail at a compensation amount of \$33,000 payable upon approval and execution of the Agreement. Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

ITEM #6: Discuss and Vote to Discontinue Pool Chemical Service with Southern Pools and Use In-house Personnel

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve to discontinue the Pool Chemical Service provided by Southern Pools since it can be provided by In-house maintenance person, Ricky Spires. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

ITEM #7: Discuss and Vote to to Approve Pool Certification for Dave Coxe

Mr. Wrinn motioned, and Mr. Fox seconded, the Association approve the Pool Certification for employee Dave Coxe at an approximate cost of \$400. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

ITEM #8: Discuss and Vote to Ratify the Engagement of LJB Restoration Services as Engineer Consultant in Refuting ICAT Window and Door Damage Resulting From Hurricane Michael

Mr. Wrinn motioned, and Mr. Fox seconded the Association ratify the engagement of LJ B Services to prove the Association's estimate of window and door damage of approximately \$3,494,719 for a cost not to exceed \$30,000. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

ITEM #9: Discuss and Vote to Ratify Engagement of US Construction to Replace Metal Roof

Mr. Wrinn motioned, and Mr. Fox seconded, the Association ratify the engagement of US Construction for the replacement of the metal roof at an approximate cost of \$150,000 plus approved supplements per their agreement dated 12.1.19. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

ITEM #10: Discuss and Vote on Nov 2019 Financials

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the Nov 2019 Financials as distributed by email to each Director prior to today's Meeting. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

ITEM #11: Discuss and Vote on Dec 2019 Financials

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve the Dec 2019 Financials as distributed by email to each Director prior to today's Meeting. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

ITEM #12: Discuss and Vote to Ratify Waiving Late Fee for Jan 2020 If Payment is received by Jan 21, 2020

Mr. Wrinn motioned, and Mr. Melby seconded, the Association approve due to the fact that it is the first payment of a new assessment amount the Board is being asked to waive the late fee of 5% of the amount due or \$25 which ever is greater unit Jan 21, 2020 instead of Jan 11, 2020. Mr. Armstrong, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Mr. Fox abstained. Motion carried 4 to 0 with one abstention.

ITEM #13: Discuss and Vote to Approve Association Attorney Send a Bad Faith Notice to Insurance Carrier.

Mr. Wrinn motioned, and Mr. Fox seconded, the Association table Agenda item 13. Mr. Armstrong, Mr. Fox Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Mr. Fox abstained. Motion carried 5 to 0.

Adjourn Meeting:

There being no further business on the Agenda, the Jan 14, 2020 Ocean Ritz Directors' Meeting was adjourned at 3:13 PM Central Time.

DATED in the State of Florida, on Jan 14, 2020.

D Armstrong (Secretary)