

# MINUTES OF A MEETING OF DIRECTORS

Ocean Ritz Owners' Association, Inc.  
March 19, 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 19<sup>th</sup> day of March 2020.

The following members were present:

D Armstrong  
Warner Fox  
Stan Graves  
Rob Melby  
Mark Wrinn

Rob Melby 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 10:02 AM

## **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 March 12, 2020 were approved

## **Unfinished Business:**

There were no items of Unfinished Business

## **New Business: There were Nine (9) Items of New Business**

### **ITEM #1: Discuss and Vote on Engaging Counsel to Represent Ocean Ritz in Hurricane Michael Claim**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association engage the Merlin Law Group, to draft send a CRN (Civil Remedy Notice) and respond to Butler Law Group, the insurers, Lloyds of London counsel, request for documents to support Ocean Ritz's claim #ICAT-2018-V-0000018563 for Hurricane Michael. Mr. Armstrong, Mr. Fox, Mr. Graves, and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

### **ITEM #2: Discuss and Vote on Agreement with Sunrise Café to Share Revenue for the Pool Deck Food and Drink Hut**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the lease agreement emailed to each Director outlining Ocean Ritz being paid 10% of the Net Profit generated from the operation of Sunrise Café's food and drink hut located on the west end of Ocean Ritz's pool deck. Mr. Armstrong, Mr. Fox, Mr. Graves, and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

### **ITEM #3: Discuss and Vote on February 2020 Financials**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the Feb 2020 Financials emailed to each Director prior to the Board Meeting, showing an operating cash balance of \$301,252.63 and reserve balance of \$344,180.10. Mr. Armstrong, Mr. Fox, Mr. Graves, and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

### **ITEM #4: Discuss and Vote on Ratification of Carr, Riggs and Ingram for End of Year Review of Financial Statements**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the ratification of 2019 Financial Review and Tax Return performed by Carr, Riggs and Ingram at a cost \$4,200 per the Agreement signed by the President on March 18, 2019. Mr. Armstrong, Mr. Fox, Mr. Graves, and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

### **ITEM #5: Discuss and Vote to Move Operating and Reserve Money to Ensure FDIC Protection**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve moving \$243,510.18 from Reserve at Regions Bank to a Reserve Account at Centennial. Mr. Armstrong, Mr. Fox, Mr. Graves, and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

**ITEM #6: Discuss and Vote on Fine Committee Charter**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the formation of a Fine Committee by approving the Fine Committee Charter emailed to each Director prior to the Meeting. Mr. Armstrong, Mr. Fox, Mr. Graves, and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

**ITEM #7: Discuss and Vote on Fine Committee Members**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the following owners be members of the Fine Committee, Kathy Gant, Cheryl Henning and Greg Mastropolo with Cheryl Henning being the Chairperson. Mr. Armstrong, Mr. Fox, Mr. Graves, and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

**ITEM #8: Discuss and Vote on Fine Procedures**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the Fine Procedure mailed to each Director prior to the Meeting. Mr. Armstrong, Mr. Fox, Mr. Graves, and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 4 to 0.

**ITEM #9: Discuss and Vote on Closing Common Amenities Temporarily**

Mr. Wrinn motioned, and Mr. Graves seconded, the Association approve the closing of the exercise room and hot tub and arrange all deck chairs so they are a minimum of six (6) feet apart until April 1, 2020 and comply with all state, county and local ordinances and guidelines. Mr. Armstrong, Mr. Fox, Mr. Graves, 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 March 19, 2020 Ocean Ritz Directors' Meeting was adjourned at 10:51 AM Central Time.

DATED in the State of Florida, on March 19, 2020.

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D Armstrong (Secretary)