

MINUTES OF A MEETING OF DIRECTORS

Ocean Ritz Owners' Association, Inc.

March 31, 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 31st day of March 2020.

The following members were present:

D Armstrong joined late at 1:20 PM and he was not available for the vote on Agenda item #3

Warner Fox

Stan Graves

Rob Melby

Mark Wrinn

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 1:02 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 March 19, 2020 were approved

Unfinished Business:

There were no items of Unfinished Business

New Business: There were Three (3) Items of New Business

ITEM #1: Discuss and Vote on Amended Metal Roof Agreement

Mr. Graves motioned, and Mr. Wrinn seconded, the Association approve the US Construction and General Contracting, Inc amended payment terms dated 3.30.20 for the Metal Roof Replacement as follows:

- 50% Upon Contract Signing
- 25% Upon Material Delivery
- \$15,000 Progress Payment on 3.31.20
- Remainder Upon Passing Final Inspection.

Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

ITEM #2: Discuss and Vote on Pay Policy for Maintenance Personnel

Mr. Graves motioned, and Mr. Melby seconded, the Association approve full pay for maintenance personnel when they are absent from work due to sickness. Mr. Armstrong, Mr. Fox, Mr. Graves, Mr. Melby and Mr. Wrinn voted YES. There were no, NO votes. Motion carried 5 to 0.

ITEM #3: Discuss and Vote on Merlin Law Group Payment Terms for Representation Concerning Hurricane Michael Insurance Claim

Mr. Graves motioned, and Mr. Fox seconded, the Association approve a Flat Fee of \$10,000 for representing Ocean Ritz Condominium Association in proving its Insurance Claim resulting from Hurricane Michael unless the Association decides to litigate the Claim at which time Merlin would represent the Association on a contingency basis. Mr. Fox, 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 March 131, 2020 Ocean Ritz Directors' Meeting was adjourned at 10:51 AM Central Time.

DATED in the State of Florida, on March 31, 2020.

D Armstrong (Secretary)