

Outdoor Resorts at Long Key, Inc.**Board of Directors Meeting**

Saturday, May 12, 2018

President – Allan Ortman, called the Regular Board of Directors meeting to order on Saturday, May 12, 2018 at approximately at 9 a.m. at Stan Roe Outdoor Resorts at Long Key, Inc. Roll called showed members present: Allan Ortman, Ron Trice, Vivian Catá, Alex Dearmas, Virgil Fernandez, & Manny Hernandez. Telephone appearance: Berg Berglund, Tim Allwardt, & Nestor Valiente. Absent: NONE. Allan Ortman stated that the Board of Directors Meeting's notice was posted on the three official areas of the Condominium property on Thursday, May 10, 2018, and that all Board Members were properly notified.

Motion A – Allan Ortman (President) moved for the Board to approve to waive the reading of the minutes of the Board of Directors Meeting of April 14th, 2018.

Seconded by: Manny Hernandez

Passed Unanimously: 9-0

Motion B – Allan Ortman (President) moved for the Board to approve myself, Allan Ortman, to be Chairperson of the Communication Committee. He will appoint six non-board members to this committee to assist with preparing a quarterly newsletter to Association members. Members are Joyce Demarco, Bart Wilenski, Theresa Espinosa, Donna Snider, Millie Nitszche, and Frank Rodriguez.

Seconded by: Alex Dearmas

Passed Unanimously: 9-0

Motion C – Allan Ortman (President) moved for the Board to ratify the collective decisions levied by the Hearing & Fining Committee, from its May 5th, 2018 meeting.

Seconded by: Vivian Catá

Passed Unanimously: 9-0

Motion D – Allan Ortman (President) moved for the Board to approve to lining pipe that is infiltrated by saltwater, to H2O Pro (our sewer contractor) totaling \$15,157.85 to come from Pooled Reserve Acct #2230-000.

Seconded by: Alex Dearmas

Passed Unanimously: 9-0

Motion E – Allan Ortman (President) moved for the Board to approve to purchase heavy duty beach furniture for the Lot 9 beach area. To be purchased from Royal Furniture Marathon and includes 2-8' Picnic Tables, 4 Adirondack Chairs, 6 Chaise Lounges, 3 side tables in the amount of \$8,676.06 Also, to purchase 2 Umbrellas for the picnic tables, 2 in-ground charcoal grills, 2 hammocks on posts, 2 garbage receptacles, not to exceed \$1,200.00 TOTAL of this project \$9,876.06 to come from Pooled Reserve Acct #2230-000.

MOTION WITHDRAWN

Motion F – Allan Ortman (President) moved for the Board to approve getting a Credit Card for the Recreation Department for Rec. Acct. # 1040-000 at Iberia Bank, with a limit of \$1,000.00. All purchases to be run through the park manager in accordance with the recreation budget.

Seconded by: Vivian Catá

Passed Unanimously: 9-0

Motion G – Allan Ortman (President) moved for the Board to ratify hurricane related high voltage electric repair to common area from Marathon Electric, Invoice 27873 dated 9/26/17 in the amount of \$4,108.25 spent from Contingency Acct. #4000-000.

Seconded by: Virgil Fernandez

Passed Unanimously: 9-0

Motion H – Ron Trice (Vice President) moved for the Board to approve the following motion for credit card policy and procedure:

1. All credit cards are to be kept in the safe at the office when not being used.
2. When signing out a credit card a purchase order is to be filled out with the following information:
 - a) Date card is signed out.
 - b) Name of who signed credit card out with signature.
 - c) What is to be purchased and from what store(s).
 - d) Line item from the budget the purchase is coming from.
 - e) Date credit card was returned.
 - f) The receipt for said purchases is to be stapled to the purchase order.
 - g) Credit card statement and purchase order are to compare when credit card statement comes in to make sure they match.
 - h) No credit card can be used without permission from the Park Manager

Seconded by: Manny Hernandez

Passed Unanimously: 9-0

Motion I – Alex Dearmas (Secretary) moved for the Board to approve Lot 302 Boat Lift Variance.

MOTION TABLED

Motion J – Alex Dearmas (Secretary) moved for the Board to reverse the previous Board Motion of the Marina Floating Dock Light/ Electrical Pedestal Project.

Seconded by: Manny Hernandez

Passed Unanimously: 9-0

Motion K – Alex Dearmas (Secretary) moved for the Board to approve the Adoption of Policy for all Park Construction Jobs (Unit Improvements) approved by the park to display Yellow Placards at jobsite.

Seconded by: Ron Trice

Passed Yes: 8 No: 1

YES: Allan Ortman, Ron Trice, Vivian Catá, Nestor Valiente, Alex Dearmas, Berg Berglund, Tim Allwardt, Manny Hernandez

NO: Virgil Fernandez

Motion L – Manny Hernandez (Director) moved for the Board to accept a bid from Florida Clippers to redo our entrance areas, in the amount of \$6,583.00 to come from Landscape Acct. #4265-000.

Seconded by: Virgil Fernandez

Passed Unanimously: 9-0

Motion M – Manny Hernandez (Director) moved for the Board to cancel the contract for landscaping services with Florida Clippers, effective immediately.

Seconded by: Alex Dearmas

Passed Yes: 7 No: 2

YES: Vivian Catá, Nestor Valiente, Alex Dearmas, Berg Berglund, Virgil Fernandez, Tim Allwardt, Manny Hernandez

NO: Allan Ortman & Ron Trice

Motion N – Tim Allwardt (Director) moved for the Board to allow our Maintenance Staff to repair all necessary deck boards and hardware using Tropical Board, or an equal quality commercial dock board product, not to exceed \$10,000.00 to come from Pooled Reserve Acct #2230-000.

Seconded by: Virgil Fernandez

Passed Unanimously: 9-0

Motion O – Nestor Valiente (Director) moved for the Board to approve to purchase an expandable security camera system from JR Telecom Wiring, Inc., in the amount of \$32,495.52 to be spent from Pooled Reserves Acct. #2230-000

MOTION TABLED

Motion P – Vivian Catá (Treasurer) moved for the Board to approve to amend two motions, one from the December 2017 Board Meeting and one from the January 2018 Board Meeting, to reflect actual invoice totals which exceeded the motions. Motion D in December Meeting read, \$4,246.00, where the actual invoice came in at \$4,468.93 for a difference of \$222.93. Motion A from the January Meeting read \$36,850.99, where the actual invoice came in at \$37,243.37 for a difference of \$392.38.

Seconded by: Alex Dearmas

Passed Unanimously: 9-0

Motion Q – Vivian Catá (Treasurer) moved for the Board to approve to amend Motion D from the December 2017 Meeting: It refers to reclassification of funds in the amount of \$11,344.00 from Contingency Acct to Security Reserve Acct. but the rationale refers to the entire fence project. We need the motion to reflect the entire fence project (Lot 9 and Perimeter fences) totaling \$82,700.00 to come from reserves.

MOTION WITHDRAWN

Motion R – Ron Trice (Vice President) moved for the Board to approve the Emergency Motion regarding AEDs Policy and Procedures.

Seconded by: Vivian Catá

Passed Unanimously: 9-0

Motion R – Ron Trice (Vice President) moved for the Board to approve the AED Policy & Procedures.

Seconded by: Vivian Catá

Passed Unanimously: 9-0

Adjournment @ 10:54 a.m.

Motion for Adjournment: Ron Trice & Alex Dearmas

Signed:  **Alex Dearmas (Secretary)**