

**EDGEWATER BEACH RESORT OWNERS ASSOCIATION  
BOARD OF TRUSTEES TELEPHONIC MEETING MINUTES**

Monday, August 10, 2020

**I. ROLL CALL/CALL TO ORDER**

A duly noticed Zoom/telephonic meeting of the Board of Trustees was called to order by Marcia Svetkey at 10:15 a.m. The following persons were in attendance:

Board of Trustees:

Tom Conners  
Dottie Fulginiti  
Marcia Svetkey

Absent:

Dennis Ducharme

VRI Americas (VRI) and Resort Staff:

Michael McManus, Director of Resorts/VRI  
John Verity, General Manager

**II. APPROVAL OF AGENDA**

**MOTION:** Tom Conners moved to approve the agenda as presented. Motion was seconded by Dottie Fulginiti and approved unanimously.

**III. APPROVAL OF PREVIOUS MEETING MINUTES (06/08/20, 06/29/20)**

**MOTION:** Dottie Fulginiti moved to approve the June 8, 2020 Regular Board Meeting Minutes as amended. Motion was seconded by Marcia Svetkey and approved unanimously.

**MOTION:** Dottie Fulginiti moved to approve the June 29, 2020 Executive Board Meeting Minutes as written. Motion was seconded by Marcia Svetkey and approved unanimously.

**IV. OPEN POSITION ON THE BOARD**

Marcia Svetkey reported the sad news that trustee, Bill Traynham, recently passed away. The Board reviewed the Resort's governing documents, the results of the recent election and the qualifications of the candidate with the next largest vote tally.

**MOTION:** Tom Conners moved to contact Stephen Castinetti, unit owner, 124-30/102-31, confirm he is still interested in serving on the Board, appoint him to the open seat for the remainder of Bill Traynham's term, and confirm that he accepts the appointment. Motion was seconded by Dottie Fulginiti and approved unanimously.

**V. MANAGEMENT REPORTS**

A. Resort Update

John Verity reviewed the following:

- Maintenance department
  - Three new Weber grills were installed.
  - Landscaping tasks are being handled in-house to save on expenses.
  - 24 replacement screens have been ordered for the bedroom windows.
  - The indoor pool and spa remain closed due to the COVID-19 pandemic.
  - New in room thermostats were programmed and are working properly.
  - COVID-19 pandemic signage and hand sanitizing stations are being checked daily and replaced as needed.

**B. Review of Action Items**

Marcia Svetkey and Michael McManus reviewed the Action Items from the June 8, 2020 meeting. Several items were deleted, and other items added.

**C. Owner Communications**

Marcia Svetkey reviewed an email from an owner who was delinquent on their fees and requesting special consideration because their unit was affected by the fire and involved in the pending insurance claim. The Board reviewed the email, relevant documents from the file, the Assessment Billing and Collection policy, and decided all owners will be held to the same by-laws and policies. As a result, Marcia will draft a response to the owner and copy management and the Board.

**VI. FINANCIAL REPORT**

**A. Financials**

Michael McManus reviewed the financial statements as of month end June 30, 2020 Financial Statements. Included in the review were the Cash Balances Report, Accounts Receivable Summary, Balance Sheet, Comparative Income Statement and Cash Flow Analysis.

Michael reported that Sean Murphy, CPA was finishing up the draft 2019 Year End Report prepared by the accounting firm of DePaola, Begg & Associates, PC. The draft will be emailed to the Board for discussion and approval at the next meeting.

**B. Variance Report**

John Verity reported that the majority of the operating and payroll expenses in June were overwhelmingly under budget.

**C. Collections**

Michael McManus distributed and reviewed an accounts receivable report of June 30, 2020 showing that 73.1 % of the total billable intervals for 2020 have been collected.

Michael reported that NERM, Leon Narbonne, et al, remain delinquent on their 2020 obligations.

**D. SeaWinds II**

Michael McManus stated that SeaWinds II has met their financial obligation to Edgewater Beach Resort as of month-end June 30, 2020.

**VII. OLD BUSINESS**

**A. Special Assessment/Capital Expenditure Project Report**

John Verity reported that many owners during their stay this summer have commented on how they love the renovated rooms. Jim Mirabella, owner of GSCF, was at the Resort on July 18, 2020 for a walk through, and an extensive punch list was reviewed. Jim stated he would make all repairs as discussed.

**B. Sales**

John Verity reported that MVP has signed listing agreements with 24 owners, and that two intervals were sold in July 2020.

**C. Insurance Claim**

Michael McManus and Marcia Svetkey reported on recent communications with Attorney Richard F. Wholley. Attorney Wholley has been communicating with the attorney assigned to the case representing Armstrong.

**D. BELFOR**

Michael McManus and Marcia Svetkey reported on recent communications with Attorney Jason Cohn.

The Board decided to take no further action at this time.

**VIII. LEGAL COUNSEL**

**A. NERM Update**

Michael McManus reported Attorney Chris Malloy is waiting for the courts to reopen and will proceed with collections/foreclosure and/or other court action after discussion with the Board.

**IX. NEW BUSINESS**

**A. Ratify 2021 Budget/Billing Documents**

The Board discussed the need to address the 21.2% bad debt, the yearly deficit and the need to grow the Association owner base. Currently, there are over 600 intervals available for sale.

**MOTION:** Tom Conners moved to ratify the email votes on July 17/18, 2020, to approve a total budget for 2021 of \$2,971,076 with a 7.15% increase, with the maintenance fees at \$532.24/studio, \$774.33/one bedroom, and \$1,064.83/two bedroom. Motion was seconded by Marcia Svetkey and approved unanimously.

Michael McManus discussed the ABC Policy, ARDA-ROC Insert, Letter/Calendar and Trading Places buck slip.

**MOTION:** Tom Conners moved to ratify the email votes on July 17/18, 2020, to approve the 2021 ABC policy as presented and to include an ARDA pamphlet and Trading Places buck slip along with the billing statements. Motion was seconded by Marcia Svetkey and approved unanimously.

**X. NEXT MEETING DATE**

Future meeting dates are as follows:

Monday, October 19, 2020, 10:00 a.m. - Board Meeting, via Zoom/Telephone  
Monday, December 9, 2020, 10:00 a.m. - Board Meeting, via Zoom/Telephone

**XI. ADJOURNMENT**

**MOTION:** There being no further business, Dottie Fulginiti moved to adjourn the meeting at 12:10 p.m. Motion was seconded by Tom Conners and approved unanimously.

*Marcia Svetkey*

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Marcia Svetkey, Chairperson

MJM/nb

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