

Casa Blanca Vacation Rentals, Inc.  
Board of Directors Meeting  
June 19, 2019  
Minutes

The meeting was called to order by Dee Carlozzi at 6:45PM. Present in the Rec Room were Dee Carlozzi, Judi McKenna and Peggy Mock. Present by phone were Nancy Hieber, Susan Geitz and Mike Leon-Guerrero. Gregg David was absent. A quorum was established with 6 directors present.

Notice of Meeting: The Agenda was posted June 14, 2019.

Approval of Minutes from May 15, 2019. Judi McKenna motioned to approve the minutes as submitted. Peggy Mock seconded the motion. All voted aye. Motion passed.

Report of Officers: Judi McKenna gave the Treasurer's report. (Copy of report attached)

General Manager's Report: Ina Savage reported on personnel, security services, VBRO and miscellaneous news. (Copy of report attached)

Committee Reports: a) Personnel Committee: Peggy Mock reported on the personnel committee meeting held on June 1, 2019. She discussed the committee reviewing incentives to show appreciation to personnel within budget guidelines. Per the personnel committee recommendation, Peggy Mock motioned to approved employee to have their birthday off with pay, seasonal occupancy permitting, after 6 months of employment. Dee Carlozzi seconded the motion. All voted aye. Motion passed.

Old Business: No Old Business

New Business: No New Business

Comments from owners in attendance: No comments.

Adjournment: Judi McKenna motioned to adjourn the meeting. Susan Geitz seconded the motion. All voted aye. Motion passed. Meeting adjourned at 7:10 PM.

*Ina Savage*

Submitted by: Ina Savage, General Manager  
On Behalf of Susan Geitz, Secretary  
Casa Blanca Vacation Rentals

June 25, 2019

Date

Treasurer's Report

Casa Blanca Vacation Rentals Inc

June 2019

The financial statements have been emailed to all board members.

Processing fee income is higher this month due to overlooked items in February and March. This was during the transition period.

Taxes are still being worked on.

Judi McKenna

Treasurer

Casa Blanca Vacation Rentals, Inc.  
General Manager Report  
Wednesday, June 19, 2019

Personnel: Congratulations to Tucker, Terri and Tharon who all recently celebrated their anniversary with Casa Blanca Vacation Rentals. The rental office will be staffed with Terri, Tucker and myself on Saturdays through July. Terri Dennehy will be full time in the rental office starting June 25, 2019.

Accounting: Continuing to work with Judi, FDOR, ADP and Sharon Racey regarding payroll tax concerns.

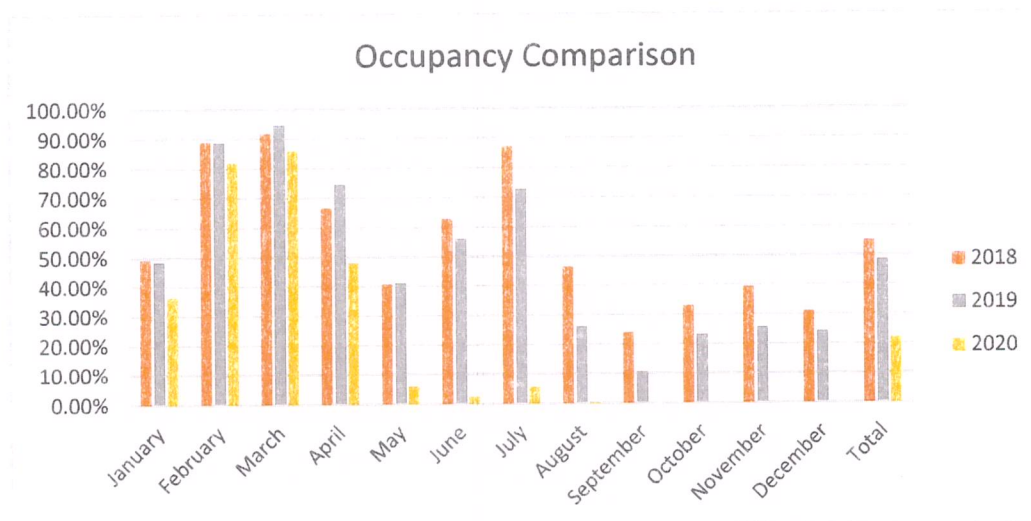
VRBO: 11 bookings to date processed through VRBO for 2019. Working with VRBO regarding lack of visibility for most units online. According to VRBO we need make some adjustments in the software to include additional amenities, attractions etc.

Security Services: Security services for the winter season have ended. Scheduled dates for Summer Security services are June 28, 2019 through July 21, 2019.

Owner Directory: CB owner directory is complete and uploaded to the owner's portal on the web site. Owners have been advised to send any changes in writing to me.

Misc.: a) The old golf cart for maintenance has been repaired at a cost under \$600.00. The cart will be used as back up for maintenance or office personnel and security services when on site. Keeping the golf cart also eliminates the necessity to rent one for Security which is cost savings of approximately \$1,200 per year. B) Researching options for a damage deposit with credit card vendor.

Occupancy Comparison (June 13, 2019)



Occupancy projections for the year have increased from 45.96% to 48.46% since last reported.