

Casa Blanca Vacation Rentals, Inc.  
Board of Directors Meeting  
August 18, 2021  
Minutes

The meeting was called to order by Gregg David. Present were Gregg David, Gail Glamm, Peggy Mock, Lee Piver and Susan Geitz. Ana McMillian was absent. A quorum was established with all 5 directors present.

**Notice of Meeting:** The Agenda was posted August 16, 2021.

Approval of Minutes from July 21, 2021: Lee Piver motioned to approve the minutes as submitted. Susan Geitz seconded the motion. **All voted aye. Motion carried.**

**Report of Officers:** Gail Glamm reported the July financials.

Committee Reports: a) Personnel Committee: Peggy Mock reported the committee met to discuss Health Insurance for employees. Recommended plans will be given to the Treasurer for budgeting purposes. b) Rental Committee: Ina Savage gave the report on behalf of the Rental Committee including discussions regarding linen update, new check-in procedures, red tide cancellations, seasonal property fee, need for better security, part time employee for the rental office and employee gratuity. (Copy of report attached)

**General Manager's Report:** Ina Savage reported on operations under COVID 19, linens, meetings with Personnel and Rental Committees, 2021 occupancy, fall cleanings and personnel. (Copy of report attached)

**Old Business:** No Old Business.

**New Business:**

- a) Letter From Owner: The Board discussed review of the letter. Issues were already being addressed by the Rental Committee for recommendations to Board of Directors.
- b) Part Time Positions: Lee Piver motioned to approve the recommendation from the Rental Committee for a second part time Rental Office position. Susan Geitz seconded the motion. **All voted aye. Motion carried.**
- c) Employee Gratuity: Gail Glamm motioned for employees to receive a bonus equal to one week's salary of that employee. Lee Piver seconded the motion. **All voted aye. Motion carried.**

**Comments from Owners in Attendance:** Mr. and Mrs. Campbell made comments regarding the very challenging rental year.

**Next Meeting date:** September 15, 2021

**Adjournment:** Lee Piver motioned to adjourn. Gail Glamm seconded the motion. All voted aye. Meeting adjourned

*Ina Savage*

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

August 23, 2021

Date