

Cabana Club Condominium Owner's Association  
 Annual Owner's Meeting Minutes  
 October 29, 2016 @ 1:00 p.m. - Shoreline Conference Center

**Call to Order:** The meeting, held at the Shoreline Conference Center at 18560 1<sup>st</sup> Ave NE, Shoreline, WA 98155 was called to order by John DesJardien, Board President at 1:07 p.m.

**Registration and Quorum:** The owners registered on arrival and on the advisement of Keith Birdwell, President DesJardien declared a quorum was met. The following board members were present: John DesJardien, Robin Barker, Karen Williams, Shane Warren, and Wes Brandon. Consultant Nancy Birdwell was also in attendance.

**Review and Approval of Annual Minutes 2015:** The membership reviewed the minutes and a motion was made by Nancy Birdwell to accept and approve the minutes. The motion was seconded by Wes Brandon and passed.

**Manager's Report – Vacationville** - Manager Rosemary Black reported on the following:

- Following manager's walk through of the property a weekly update is provided to the board that includes identified areas of concern, update on special projects, and guest/owners comment cards.
- Rental income year to date = \$4500, down from previous year due to decrease in refinery work.
- Preparing for new flooring to be installed including pulling toilets and moving furniture, etc.
- Research conducted to identified odor in bathroom in unit 109, hoping new flooring will solve the issue that may be caused by gaps in floor not being able to be cleaned properly.
- Weather-stripping installed on all timeshare units by outside contractor.
- Bad storms but able to handle with no damage to buildings, prepared with sand bags.  
 A discussion took place regarding flood insurance. Nancy explained that to comply with Cabana's CCRs we are required to have flood insurance which was recently obtained.
- Holiday season – Vacationville decorated clubhouse and Rosemary mentioned if owners had extra decorations they would like to donate to the cause they would go to good use.

Loretta Bouldan, owner, asked if anything was being done about the tree that was down in the creek. Rosemary replied that the homeowner was made aware of this along with the county, but that she was not aware of any follow-up being done by either the county or the homeowner.

Another owner mentioned that too much light comes through the bedroom windows and they would like to see improvements with this.

**Treasurer's Report**

The following treasurer's report was presented by Board secretary/treasurer Karen Foti Williams:

Bank Balances as of 10-27-16		Assessment Account as of 10-27-16		Accounts Receivable as of 10-27-16	
Operating	\$96,382.64	Balance as of 12-31-15	\$265.49	Accounts Receivable	\$101,660.95
Reserve	\$87,065.08	Vinyl refund from Lowes	\$33,004.70	Past Due	\$84,888.34*
US Bank (Credit Card)	\$1,556.98	Down Payment new flooring	(\$19,800.00)	Collectable	\$16,772.61
Assessment Acct	<u>\$13,470.19</u>	Balance	<u>\$13,470.19</u>	* = Owners are denied usage of their weeks if more than 90 days delinquent.	
Total	\$198,474.89				

**Reserve Breakdown as of 10-27-16**

Basic/Common Reserve	\$39,009.83
T/S Reserve	<u>\$48,055.25</u>
Total Reserve	\$87,065.08

Basic/common Reserve		Timeshare Reserve	
Balance 12-31-15 =	\$35,172.14	Balance 12-31-15 =	\$38,038.56
Interest 2016	\$16.69	Interest 2016	\$16.69
Southwall Repair	(\$10,179.00)	2016 Contribution	<u>\$10,000.00</u>
2016 Contribution	<u>\$14,000.00</u>	Balance/Common	\$48,055.25
Balance/Common	\$39,009.83		

**OLD BUSINESS:****Discussion of Unit 202 Transition from T/S to Full Time Ownership/Sale of CCA Owned Weeks**

A discussion took place regarding transitioning unit 202 from a timeshare unit to a full time ownership. President DesJardien explained the process the board has followed to date for Cabana to obtain ownership of all 48 weeks in unit 202 and the need to obtain the required 90% approval vote from our membership for the conversion (per CCRs and attorney). He further explained the breakdown of the three votes being asked on today's ballots – one for 2017 budget approval, one for new board members, and one for the conversion of unit 202. He noted that the ballot for the conversion would remain open until October 2017 (per CCRs) and the board would continue to work with Whatcom County, and call owners who had not responded to get to the required 90% vote.

A discussion took place regarding renting out unit 202 – it was shared that the board was in the process of entering into a year long lease agreement to secure regularly month income until the vote on conversion was final. Additional discussions took place regarding the potential sale of unit 202 and need to sell timeshare weeks owned by Cabana. President DesJardien shared information on the incentive program being offered by the board.

**NEW BUSINESS:** A discussion of the need for additional board members to serve three year terms took place.

**New Board Members:** Nancy Birdwell nominated Shane Warren for re-election. Karen Foti-Williams seconded the motion. Shane shared a brief background of himself. Vote taken – Approved.

Robin Barker nominated Judy Hassing and Karen Foti-Williams seconded the motion. Judy also shared a brief background of herself and her love for Cabana. Vote taken – Approved.

Nancy Birdwell nominated Bill Jackson and Loretta Bouldan seconded the motion. Bill told of his background and connection with Cabana. Vote taken – Approved.

Nancy Birdwell also nominated Gary Fairall and Bill Jackson seconded the motion. Gary shared his history with Cabana and a brief biography. Vote taken – approved.

**Interval International Presentation:** Kathleen Warren made a presentation on Interval International.

**2017 Budget Presentation:** Secretary/Treasurer Karen Foti Williams presented the proposed 2017 budget and explained that it included a 2% due increase, a 10% increase for Vacationville, increase for flood insurance, and an increase for hiring a new bookkeeper. She shared a history of the dues and assessment dating back to 1989.

Shane Warren made a motion to approve the 2017 budget, which was seconded by Bill Jackson and passed.

Vote Tally: The vote tally was shared with the following results:

- Transition of 202 = 68.42% in favor (below the 90% required, but ballot open until October 2017)
- 2017 budget – 51% in favor (Approved)

President DesJardien adjourned the meeting at 2:40 p.m.