



The Banyan Resort

**Regular Meeting Minutes
Banyan Tree of Key West Condominium
& Timeshare Owners Association, Inc.**

**Board of Directors Teleconference
January 29, 2019**

Mr. Joe Cimini began by taking roll call. Mr. Bruce Lacy, Vice President; Mr. Jerry Myers, Treasurer; Mr. Harry Vann, Secretary; and Directors Ms. Amy Lynch, Mr. Jim Jackson and Mr. Richard Kerr-Oliver were present. Ms. Meghan Heaps, General Manager was present.

Mr. Cimini noted a quorum was present and called the meeting to order at 6:00 PM.

Ms. Heaps stated that no owners were present for the meeting.

Ms. Lynch made a motion to approve the notice of meeting and to waive any deficiencies in said notice. The motion was seconded by Mr. Oliver and passed unanimously.

Ms. Lynch made a motion to approve the agenda for the meeting. The motion was seconded by Mr. Lacy and passed unanimously.

Ms. Lynch made a motion to approve the minutes of the December organizational meeting of the board. The motion was seconded by Mr. Jackson and passed unanimously.

Treasurer's Report

Mr. Myers reported that the yearend accounting had not been finalized. He did not expect any surprises and that matters would easily be completed by the audit. Ms. Heaps inquired if Mr. Myers had seen the last set of financials and he indicated he had not. Ms. Heaps will resend those.

Manager's Report

Ms. Heaps commented that there were no major updates to the manager's report which had been previously distributed (attached). It is currently peak season and very busy in Key West and at the Banyan. Staffing continues to be a challenge, but things are going well. For 2018, 98% of billed fees had been collected by the end of

the year. Mr. Myers inquired if the attorney who had been approached about handling foreclosures had been in touch. He had not, but Ms. Heaps will follow up with him.

Owner Liaison

Mr. Lacy and the rest of the board had been contacted by and owner via US Mail with questions and concerns regarding the proposed re-work of the parking lot. Ms. Heaps had responded to his concerns and Mr. Lacy would follow up to indicate that the board was aware that he had received a response.

There was no new business. Ms. Lynch made a motion that the board go into executive session. Mr. Oliver seconded the motion and it passed unanimously. The board entered executive session at 6:15 PM.

The board exited executive session at 6:18 PM. Ms. Lynch made a motion that meeting adjourn. Mr. Oliver seconded the motion and passed unanimously.

The meeting ended at 6:19 PM.