

Aruba Beach Club Cooperative Association

Board of Directors Meeting

Aruba Beach Club Resort
Oranjestad, Aruba

October 18 – October 23, 2020

ATTENDANCE

Board of Directors: Kevin Foley, Chairman
Cindy Martorella, Vice Chairman
Arthur Langbaum, Project Manager
Liseth Urbina, General Manager

Virtually Attended: Rene David Levy Maduro, Treasurer
Karen "Kandy" Cottrill, Secretary

APPROVAL OF MINUTES:

- On October 18, 2020, a Motion was made by Kevin Foley and seconded by Cindy Martorella to approve the Minutes from the January 19-24, 2020 meeting. All were in favor, and the Motion carried unanimously.

MOTIONS

- On January 20, 2020, a Motion was made by Rene David Levy Maduro and seconded by Kevin Foley to accept the consolidated financial statements for the year ended October 31, 2019 and independent auditor's report. All were in favor, and the Motion carried unanimously.
- On January 24, 2020, a motion was made by Arthur Langbaum and seconded by Cindy Martorella to improve and upgrade the entertainment cabling to be installed by Setar in the facility to include a fiber optic feed not to exceed \$60,000. All were in favor, and the Motion carried unanimously.
- On January 24, 2020, a motion was made by Arthur Langbaum and seconded by Cindy Martorella to add to the 2020 convocation to amend the procedure that CDM guests are permitted to occupy ABC beach chairs and lounges until 8am. All were in favor, and the Motion carried unanimously.
- On January 24, 2020, a motion was made by Rene David Levy Maduro and seconded by Cindy Martorella to increase the overall expenditure budget of 1.5%. All were in favor, and the Motion carried unanimously.
- On January 24, 2020, a motion was made by Rene David Levy Maduro and seconded by Cindy Martorella to accept Plus Accounts auditors report for 2018/19. All were in favor, and the Motion carried unanimously.
- On January 24, 2020, a motion was made by Kevin Foley and seconded by Rene David Levy Maduro to appoint Liseth Urbina-Gomez as in-house interim General Manager of ABCR while the Board continues to search to fill the General Manager position. All were in favor, and the Motion carried unanimously.

- On January 28, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that Aruba Beach Club retain the services of Bopel Technical Services to replace the breaker-box in the accounting area, add (2) dedicated outlets in the accounting area for computers and printers, add (2) dedicated 25 amp circuits with new grounding rod and cable for the newly installed server rack - at a cost not to exceed \$6,400.00, per Bopel quote: JS/jm/quot:062-20. All were in favor, and the motion carried unanimously.
- On January 28, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that Aruba Beach Club retain the services of Bopel Technical Services to install (1) 220 Volt/20 amp electrical outlet for a newly installed, exhaust hood in the kitchen Prep area, for a cost not to exceed \$730.00, per Bopel quote: JS/jm/quot:042-20. All were in favor, and the motion carried unanimously.
- On February 13, 2020 a motion was made by Arthur Langbaum and seconded by Rene David Levy Maduro that the Aruba Beach Club secure the services of JPB Support Services to Build and equip 2-handicap rest rooms on the pool deck adjacent to the towel station, remove Coco palms, Palapa, and install/remove security fencing, for a cost not to exceed \$46,000.00 per quotation numbers Q20-009REV 1 and Q20-015 both dated February 12, 2020. All were in favor, and the motion carried unanimously.
- On February 13, 2020 a motion was made by Arthur Langbaum and seconded by Rene David Levy Maduro that the Aruba Beach Club secure the services of Bopel Technical Service to provide electrical services for the (2) new handicap bathrooms, which include 16 LED lights, motion sensors and photocells for a cost not to exceed \$2,800.00 per quotation number JS/jm/quot:436-19 date December 05, 2019. All were in favor, and the motion carried unanimously.
- On March 4, 2020 a motion was made by Arthur Langbaum and seconded by Rene David Levy Maduro that the Aruba Beach Club enlist the services of CHS Technical Services to perform condenser cleaning on chillers 1,2,3,4, and 5 at a cost not exceed US \$5,500.00 per their quotation# OFF061-20/JP/jw dated February 14, 2020. All were in favor, and the motion carried unanimously.
- On March 4, 2020 a motion was made by Arthur Langbaum and seconded by Rene David Levy Maduro that the Aruba Beach Club enlist the services of CHS Technical Services to replace the defective compressor on chiller CH-1 at a cost not to exceed US \$5,000.00 per their quotation#)FF059-20-JP/jw dated February 14, 2020. All were in favor, and the motion carried unanimously.
- On March 4, 2020 a motion was made by Arthur Langbaum and seconded by Rene David Levy Maduro that the Aruba Beach Club enlist the services of CHS Technical Services to replace the defective chiller scrolling displays in chillers CH-2 and CH-5 at a cost not to exceed US \$2,500.00 per their quotation OFF-058-20/JP/jw dated February 14, 2020. All were in favor, and the motion carried unanimously.
- On March 24, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club purchase furniture in bulk, and a number of other items required to outfit all units for the refurbishing project, from various manufacturers as recommended to the Association by Resort Furnishings Direct, LLC, for a cost not to exceed 1.5 million dollars, as indicated on the BOM shared with the Board of Directors on March, 24, 2020. All were in favor, and the motion carried unanimously.
- On April 1, 2020 a motion was made by Arthur Langbaum and seconded by Kandy Cottrill that the Aruba Beach Club secure the services of Aruwood to provide cabinetry for (4) bathrooms, (4) quartz Vanity tables and 2 piece mirror sets, all for the Royal units in phase 1, at

a cost not to exceed US \$10,100.00 per their quotation# 2000066 dated March 20, 2020. All were in favor, and the motion carried unanimously.

- On April 1, 2020 a motion was made by Arthur Langbaum and seconded by Kandy Cottrill that the Aruba Beach Club secure the services of Aruwood to provide additional cabinetry to re-configure 11 Deluxe kitchens in phase 1, at a cost not to exceed US \$9,200.00 per their quotation# 2000066 dated March 20, 2020. All were in favor, and the motion carried unanimously.
- On April 2, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club secure the services of PC Consulting, Inc. d/b/a TimeShareWare (“SS&C”) to provide and install the newest version of TimeShareWare (TSW Pro 2019) at a cost not to exceed \$4,100 per their quotation # ASA200045 dated March 09, 2020. All were in favor, and the motion carried unanimously.
- On April 2, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club secure the services of PC Consulting, Inc. d/b/a TimeShareWare (“SS&C”) to assist the ABCR with the transfer of TSW to our new server (i.e. server change) at a cost not to exceed \$2,100.00 per their quotation# ASA200046 dated March 09, 2020. All were in favor, and the motion carried unanimously.
- On April 2, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club secure the services of PC Consulting, Inc. d/b/a TimeShareWare (“SS&C”) to assist the ABCR with the auto posting of payments (ABC lock box) at a cost not to exceed \$1,300.00 per their quotation# ASA200047 dated March 09, 2020. All were in favor, and the motion carried unanimously.
- On April 10, 2020 a motion was made by Cindy Martorella and seconded by Arthur Langbaum that the Aruba Beach Club purchase 47 queen cozy sleeper mattress covers and 272 queen mattress covers at a cost of \$94.95 each for all 319 not to exceed \$31,000.00 per Resort Furnishings Direct PO#837 dated April 01, 2020. All were in favor, and the motion carried unanimously.
- On April 20, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club secure the services of Dillion Furniture Manufacturing to provide insured storage for the product manufactured by them for the ABC refurbishment project for a cost of \$2,500.00 per month for the duration of the project, per their quotation letter and insurance certificate dated May 01, 2020. All were in favor, and the motion carried unanimously.
- On May 15, 2020 a motion was made by Kevin Foley and seconded by Rene David Levy Maduro that the Aruba Beach Club participate in the renovations of the gym located at the Casa del Mar for a total cost not to exceed \$80,000, with the Aruba Beach Club participation of 42% not to exceed \$33,600. All were in favor, and the motion carried unanimously.
- On May 18, 2020, a motion was made by Kevin Foley and seconded by Kandy Cottrill that the Aruba Beach Club purchase four 55-gallon drums of DD5000 disinfectant cleaner from DS Oil Services LLC not to exceed \$5500 pending approval of the Health Department. All were in favor, and the motion carried unanimously.
- On May 18, 2020, a motion was made by Arthur Langbaum and seconded by Rene David Levy Maduro that the Aruba Beach Club pay Aruwood a 50% deposit to begin phase 2 not to exceed \$150,000. All were in favor, and the motion carried unanimously.
- On May 26, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club purchase (2) Victory Innovations VP300ES-BS backpack type, (3)

Victory VP200ESK-BS handheld type Electrostatic Fogging systems and (5) VP20 Extra battery packs at a cost not to exceed US \$7,700.00, from Alternative Exports per their quote # 136684 dated May 26, 2020. All were in favor, and the motion carried unanimously.

- On June 15, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club process a payment in the amount of AWG 131,566.20 to Kamucha Servicio, which represents the down payment (50%) of the cost to refurbish the beach front units in the East wing, per their invoice dates June 09, 2020. All were in favor, and the motion carried unanimously.
- On June 18, 2020 a motion was made by Kevin Foley and seconded by Arthur Langbaum that the Aruba Beach Club procure the services of Midrange Software to provide Aruba Beach Club with an online check-in system at a cost of \$225.00 per month, an online check-out system at a cost of \$200.00 per month and a Online Survey at a cost of \$175.00 per month. Midrange has stated that these features are invoiced as month to month services, and no contracts or minimum service terms are required. Aruba Beach Club can cancel these services at any time without any penalty and invoicing will cease. All were in favor, and the motion carried unanimously.
- On June 21, 2020 a motion was made by Arthur Langbaum and seconded by Kandy Cottrill that the Aruba Beach Club purchase 32- Samsung TU8000 (2020 Model), 43" UHD flat screen TV's at a cost not to exceed US \$450.00 each (US \$14,400.00) and 32-Unno Tekno Swivel TV wall brackets at a cost not to exceed US \$57.00 each (US \$1,824.00) from Sams Aruba, per Quote # ABC190620 dated June 19, 2020. All were in favor, and the motion carried unanimously.
- On June 21, 2020 a motion was made by Arthur Langbaum and seconded by Kandy Cottrill that the Aruba Beach Club purchase 6-Whirlpool WRT316SFDW refrigerators for the refurbishment project from AMC Unicon at a total cost not to exceed US \$6,000.00, per ABC PO# 7823. All were in favor, and the motion carried unanimously.
- On June 23, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club purchase the components listed on Alternative Exports Quote # 137167 dated June 12, 2020 to continue the A/C project in process for 50 units at a cost not to exceed US \$23,000.00. All were in favor, and the motion carried unanimously.
- On June 23, 2020 a motion was made by Arthur Langbaum and seconded by Kandy Cottrill that the Aruba Beach Club secure the services of CHS Technical Contracting to replace the defective condenser heat exchanger on chiller #5 for a cost not to exceed US \$7,200.00 as per their quotation OFF244-20/JP/jw dated June 09, 2020. All were in favor, and the motion carried unanimously.
- On June 23, 2020 a motion was made by Arthur Langbaum and seconded by Kandy Cottrill that the Aruba Beach Club secure the services of UMES N.V. to replace the PC Board Assembly on the standby generator at the Aruba Beach Club to assure proper operation at a cost not to exceed US \$4,200.00, per their quotation # 2006 dated June 11,2020. All were in favor, and the motion carried unanimously.
- On June 23, 2020 it was noted that on October 30, 2019 we processed a payment to JZ-Marketing in the amount of AWG 9,063.00 which represented a 50% down payment for the development of the Aruba Beach Clubs, new website. leaving a balance of AWG 9,063.00, therefore today a motion was made by Arthur Langbaum and seconded by Kandy Cottrill that the Aruba Beach Club pay 50% of the balance due to JZ-Marketing to develop a new Aruba Beach Club website which represents AWG 4,531.50. All were in favor, and the motion carried unanimously.

- On June 28, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue modified purchase order#'s 803 and 831 to Resort Group Direct indicating changing the back panels (dust covers) to finished 3/4" and 3/8" plywood to be stained and finished on the Credenza, Nightstand and Chest for an amount not to exceed \$24,000. All were in favor, and the motion carried unanimously.
- On June 28, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue payment to Kamucha Servicio, for change orders to rooms involved in the West wing renovations as billed on their invoice #'s 060720 and 070620 for large mirror replacement, wall channeling, electrical outlet relocation in an amount not to exceed AWG 26,000.00 (US \$15,300.00) total for both invoices to be paid in Florins. Invoices indicate room numbers and billing details. All were in favor, and the motion carried unanimously.
- On July 21, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue a final payment in the amount of \$38,676.50 to Custom Contract Furnishings for the fabric to be used on the Back Chairs, Armchairs & Back Stools as per their Invoice dated July 06, 2020 which is attached. All were in favor, and the motion carried unanimously.
- On July 21, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue a final payment in the amount of \$84,394.00 to Resort Buying Group for the fabric to be used on the Drapes, Bed Box cover, Coverlets, Vanity, Occasional chair & dining seats as per their invoice#752 dated April 30, 2020. All were in favor, and the motion carried unanimously.
- On July 21, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue a payment in the amount of \$1,450.00 to Resort Buying Group for (2) Five Star Queen Mattress and Steel foundation & (2) Hayman Queen Mattress and Steel foundation to be used as a sample (test) mattresses before a final order is placed, as per their invoice# 848 dated July 08, 2020. All were in favor, and the motion carried unanimously.
- On July 21, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue payment in the amount of AWG 82,266.09 (\$45,703.38) to be paid in Florins, to Aruwood for 4 Superior, Deluxe, and Royal rooms from Phase 1, Additional cost for (4) extra Deluxe room wall cabinets, Additional cost for (4) extra Royal Bathrooms, additional cost for (4) Royal makeup tables and mirrors, as per their invoice # 200078 dated July 08, 2020. All were in favor, and the motion carried unanimously.
- On August 13, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club purchase 30-GE Refrigerators, model# GPE17CTBWW to be used for the current refurbishment project at a cost not to exceed \$20,000.00 not including freight and handling as per quotation# 137327 dated June 19, 2020 inland shipping will apply. All were in favor, and the motion carried unanimously.
- On August 23, 2020 a motion was made by Arthur Langbaum and seconded by Rene David Levy Maduro that the Aruba Beach Club issue payment to Aruwood in the amount of AWG 34,062.71, as final payment to Quote 190060-2, for (4) Royal units, and for work in the second bathroom also for (4) Royal units per Quote 2000066. As per their invoice #200102. Payment to be made in Florins. All were in favor, and the motion carried unanimously.
- On August 23, 2020 a motion was made by Arthur Langbaum and seconded by Rene David Levy Maduro that the Aruba Beach Club issue payment to Aruwood in the amount of AWG

22,809.57, as final payment to Quote 190060-1, for (4) Deluxe units and for additional cabinetry in 4 Deluxe units per Quote 2000066. As per their invoice #200101. Payment to be made in Florins. All were in favor, and the motion carried unanimously.

- On August 24, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue payment to Kamucha Servicio General Di, in the amount of AWG 13,236, to be paid in Florins, for services performed to relocate various outlets, adjust the step height in the shower, etc. in 4 Deluxe units, per their invoice# 080220. All were in favor, and the motion carried unanimously.
- On August 24, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue payment to Kamucha Servicio General, in the amount of AWG 17,740, to be paid in Florins, for services performed to relocate various outlets, adjust the step height in the shower, etc. in 4 Royal units, per their invoice# 080120. All were in favor, and the motion carried unanimously.
- On September 8, 2020 a motion was made by Arthur Langbaum and seconded by Cindy Martorella that the Aruba Beach Club issue payment to Dillon Furniture in the amount of US \$5,518.55 for spare parts for items being manufactured by them, per Resort Furnishings PO#849 dated 7/23/2010. All were in favor, and the motion carried unanimously.
- On September 11, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club issue payment to Kamucha Servicio General, in the amount of AWG 12,776, to be paid in Florins, for services performed to channel walls to relocate various outlets, adjust the step height in the shower, etc. in 4 Deluxe units, per their invoice# 090120. All were in favor, and the motion carried unanimously.
- On September 11, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club issue payment to Kamucha Servicio General, in the amount of AWG 16,820 to be paid in Florins, for services performed to channel walls to relocate various outlets, adjust the step height in the shower, in 4 Royal units, per their invoice# 090220. All were in favor, and the motion carried unanimously.
- On September 11, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club issue payment to Kamucha Servicio General, in the amount of AWG 131,566 to be paid in Florins, as final payment for completing 4 Royal & 4 Deluxe units in the East wing, per their invoice# 090220. All were in favor, and the motion carried unanimously.
- On October 1, 2020 a motion was made by Arthur Langbaum and seconded by Kevin Foley that the Aruba Beach Club purchase 42- (General Electric) JGB6600DPWW, 30" Freestanding Ranges for the ongoing refurbishment project at a price of \$719.00 each and 42- Middle Grates model# GRATE1 for these ranges, at a price of \$41.16 each, to be placed in the Deluxe and Royal rooms. from Alternative Export for a total cost of \$31,943.52 plus freight and handling as per their quotation# 138955 dates September 30, 2020. All were in favor, and the motion carried unanimously.
- On October 18, 2020, a Motion was made by Kevin Foley and seconded by Rene David Levy Maduro to accept all motions taken by the Board since its January 2020 meeting. All were in favor, and the Motion carried unanimously.
- On October 18, 2020, a Motion was made by Kevin Foley and seconded by Rene David Levy Maduro to expel a member for indecent exposure at the resort. All were in favor, and the Motion carried unanimously.

- On October 18, 2020, a Motion was made by Kevin Foley and seconded by Kandy Cottrill to appoint Lisseth Urbina-Gomez to the position of permanent General Manager of Aruba Beach Club Resort with full salary and benefits of the position. All were in favor, and the Motion carried unanimously.
- On October 18, 2020, a Motion was made by Kevin Foley and seconded by Cindy Martorella to continue with zero rent for all vendors until Dec 1st at which time they will pay 50% and Jan 1, 2021 they will pay 100%, with the exception of Ricardo's Dec 1st they will pay 75% and Jan 1, 2021 they will pay 100%. All were in favor, and the Motion carried unanimously.
- On October 18, 2020, a Motion was made by Kevin Foley and seconded by Cindy Martorella to continue waiving the nightly energy fee until week 51 which is the first week of high season. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Kevin Foley and seconded by Rene David Levy Maduro that the Aruba Beach Club provide wi-fi for Board members while in residence at the resort. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Kevin Foley and seconded by Cindy Martorella that Aruba Beach Club give Soraya Cortes a \$35 per day salary increase as Supervisor in Charge until such time a permanent Executive Housekeeper is appointed. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Rene David Levy Maduro and seconded by Kandy Cottrill for Aruba Beach Club to extend the contract for controller Luis Bello for one year. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Arthur Langbaum and seconded by Cindy Martorella for Aruba Beach Club to secure the services of CHS Technical Services to repair chiller #3 not to exceed \$7500 per quote OFF483-20/JP/JW dated September 26, 2020. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Arthur Langbaum and seconded by Cindy Martorella for Aruba Beach Club to make final payment to Pictures and Mirrors to secure the art work for Phase 1 of the refurbishment project not to exceed \$7300. per invoice 53693 dated September 24, 2020. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Arthur Langbaum and seconded by Cindy Martorella for Aruba Beach Club to make payment to Dillion Furniture Manufacturing Co to secure the furniture required to complete Phase 1 of the refurbishment project not to exceed \$120,000. per invoice 6508 dated October 19, 2020. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Arthur Langbaum and seconded by Cindy Martorella for Aruba Beach Club to make payment to Dillion Furniture Manufacturing Co to secure the furniture for the remainder of the refurbishment project not to exceed \$237,000. per invoice 6581 dated October 19, 2020. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Arthur Langbaum and seconded by Cindy Martorella for Aruba Beach Club to make final payment to Resort Buying Group to secure 142 occasional chairs and foot stools for the refurbishment project not to exceed \$53,000. per invoice 751 dated April 30, 2020. All were in favor, and the Motion carried unanimously.
- On October 23, 2020, a Motion was made by Arthur Langbaum and seconded by Cindy Martorella for Aruba Beach Club to issue payment to Comfort Decor Contact for the cost of

freight on 142 occasional chairs and foot stools for the refurbishment project not to exceed \$3900. per invoice 093020RBGC dated October 1, 2020. All were in favor, and the Motion carried unanimously.

Guests for the week:

- Gamir Ruiz from AON Aruba NV,
- Luigi Heredia, General Manager of Costa Linda and representing ATSA.
- Clyde Farro from Midrange Software NV,
- Ted Johnson from Johnson Notary Services,
- Bob Curtis General Manager CDM,
- Jorge Zarraga from JZ Marketing,
- Elgin Zeppenfeldt from Wix & Zeppenfeldt,

Sunday October 18, 2020- Executive Session

- Kevin Foley called the meeting to order at 9:00 a.m.
- APPROVAL OF MINUTES
- APPROVAL OF MOTIONS SINCE THE JANUARY 2020 BOARD MEETING
- We voted to expel a member for indecent exposure in the Cayenna Terrace.
- We voted to promote Lisseth Urbina-Gomez to the General Manager position.
- The announcement of Lisseth' s promotion was written for the membership and will be sent by email tomorrow.
- Setar is waiting for components to arrive. All wiring is finished, and they will hook up the fiber optics from the street this week. The new TV package will then be available.
- A notice will be placed in the January newsletter regarding solicitations on the property for rentals and sales of owner owned units.
- We have a synthetic palapa that has been on test between ABC and CDM on the beach for one year. We will check and see how this is holding up.
- The decision regarding a Pagara and holiday lights will be up to the general manager.
- We will continue for now with wristbands.
- More double weave sled sitting chairs and lounges will be ordered.
- The employee handbook states, no employees permitted on the property on their days off without permission from the manager. This topic arose again from an owner wanting to know if they could invite the employee to be their guest on their day off.
- 12:30- Lunch break (1 hour)
- The spa needs to be notified that they need to be reopened by week 51.
- We will continue waiving the nightly energy fee until week 51.
- We reviewed and discussed the following emails and suggestions sent to the Board by members:
 1. Placing tables in the smoking area- This will be investigated further by the project manager.
 2. Cigar smoking at the bar-We can take no action on this because the bar is a private business.
 3. Increase rack rate to be comparable to our neighbors and increase revenue-This will be investigated further by the General manager with reservations department.
 4. Offer free coffee again in Cayenna Terrace- This was decided against due to previous abuse by members and now due to the Covid-19 regulations.
 5. Install a chair lift in the pool- This was voted against at this time. Our sister resort, Casa del Mar, offers a chair lift in their pool which our members are welcome to use.
 6. Rewrite the pool rules- The rules will remain the same.
 7. Incentives to owners who lost weeks 12-27-This cannot be done as explained several times in the FAQ's sent to members due to the limited club owned rooms currently being used for the ongoing refurbishment.
- Sunday Mass is discontinued indefinitely.
- Reviewed the contract we signed with Kamucha and Aruwood.

- Upcoming Board meetings:
 - Week 3 January 16-23, 2021
 - Week 15 April 10-17, 2021
 - Week 35 Aug 28-Sept 4, 2021
 - Week 3 January 15-22, 2022
- **Meeting was adjourned at 4:00 pm**

Monday October 19, 2020

- Kevin Foley called the meeting to order at 9:00 am
- Kevin welcomed Lisseth to the meeting and congratulated her on becoming the new General Manager.
- Ida Brete was informed the announcement about Lisseth's promotion should be sent to the following:
 - The General Manager and Board of Directors of Casa del Mar
 - General Manager Costa Linda- Luigi Heredia
 - AHATA
 - General Manager of Manchebo
 - The Chamber of Commerce and the Banks that ABC uses.
 - Newspapers, organization or affiliations and vendors.
- Luis Bello, controller, gave us the budget and financial reports. We have 128 foreclosures with 44 being from Venezuela.
- The Articles of Association on file with the chamber are written in Dutch and we need to have a government translation to English.
- There is a debate between the resorts and the government as to who pays for the maintenance of the buoys. We will hold off a bit taking bids until we can find out exactly who is responsible.
- The board will extend the contract for Luis Bello for one more year.
- The board will extend the contract for Janette Huntington in accounting since Amanda Singh has resigned and Janette is to start training Edrienne to replace Amanda.
- Luis always works with our vendors for payment of their rent but since Covid-19 they have had problems paying but for now the interest will be waived.
- AG-47 (the Silver Shop) has gone out of business.
- Chely's will sign a new lease for another three years.
- Fredy Cuervo, Maintenance and Project Manager, came in and there are issues with the cooling tower. Some rooms are not cooling. The bearings are starting to fail on the motor. This couldn't be at a worst time because soon the contractors will all be going on vacation. The contractor, CHS, is looking for a second hand one and it will give us time to order a new one. CHS did a total inspection and there was a discussion to repair or replace. They are currently repairing chiller #3 and #5. There is also a company on the island that rebuilds these motors.
- Gender signs will be placed on the outdoor restrooms in addition to the photo sign of the man and woman.
- Fredy needs to finish creating a schedule for Phase 2 with Aruwood before Reservations can release the schedule to our owners.
- We discussed having Aruwood purchase their goods now for the cabinets before the prices increased.
- We will keep the high tables on the pool deck and order 30 more barstools.
- Arthur and Fredy will get together to find out how many chairs and lounges we need to order for the beach and pool deck.
- Fredy suggested BBQ stations located on the outer sides of both wings.
- 12:00- Lunch break (1 hour)
- Our insurance agent, Gamir Ruiz from AON Aruba NV came in with Luis. Our insurance policy will expire January 1, 2021 and will be renewed as is. Our liability insurance is not expected to increase. He also advised us on our vendor insurance, they too have liability, and it is recommended, but not required, to be no less than \$100,000.

- We have filled out the application papers for the travel insurance for several shipments of the furniture being sent from North Carolina to Miami and shipped to Aruba and delivered to the club. He will double check that these papers are filled out correctly and he is waiting for the quote.
- Cyber insurance changes every two weeks and works well in the states and Europe, on the Island not so well. We explained we were considering a policy to cover cyber security and for those staff members who could possibly be working from home. We are thinking of going with a system that has military grade and dual authorization and we have to trust the integrity of our staff and their discretion.
- CHS has located a similar model to our chiller motor and they are working on it in their shop and will come tomorrow to replace it. Once it is up and running, they will give us a quote for a new one.
- **Meeting was adjourned 4:30 pm**

Tuesday October 20, 2020

- Kevin Foley called the meeting to order at 9:00 am
- The new sample mattress that is being tested has already started to sag.
- Leoncia Vrolijk, Human Resources manager, reported staff have been paid their anniversary check and she proposed to give the anniversary gifts and awards to them this week. There will be about 18 people, and this will be done at 4 o'clock Friday at Ricardo's.
- Amanda Singh from the executive office moved to accounting but has since resigned.
- Edrienne Rosario from Activities has requested to be moved to accounting and is working in accounts payable. She is attending basic bookkeeping classes and being trained by Jeanette Huntington.
- They are short a Front Office agent at the Front Desk due to José Odor being relocated to sales and marketing.
- Security has two contract employees on three-month contracts, and they are already through their probation period. We do have space for them to become permanent employees.
- Jeanette Huntington who is due to retire can be extended to work by a contract because she is under pension. She might be needed to stay on a bit longer to do training.
- Gladys the housekeeping reliever is going to be retiring.
- Frida LaRosa in the laundry, her contract renewed recently.
- Glaude Joseph was due to retire in December but he is staying on per a six-month agreement.
- Luigi Heredia, General Manager of Costa Linda came in. He congratulated Lisseth on her promotion to General Manager and said she has the full support of AHATA and his own personal support.
- He is here representing ATSA doing a presentation.
- 12:00- Lunch break (1 hour & 30 min)
- Luis Bello explained about the letter from the Iberia Bank who had a breach where someone hacked and were able to view some checks which were in our lockbox. They will notify all owners contained on the data file provided by TMR for ABC (CLIENTNAME_PotentiallyViewedChecks). IBERIABANK will only send notification letters to customers contained on the data file who have a valid address.
- Clyde Farro joined us via zoom and explained about the installation of the new server. He is working with Jay-Z marketing on online reservations and online check-in.
- One of the accounting systems ABC is using is called autopilot. The Mitel phone system is at the end of life and they will not provide spare parts. Setar is providing this service for us now. Autopilot connects with Mitel and then connects to the accounting portfolio to charge that person's room account for phone calls. We have very few outgoing calls.
- As soon as he gets the green light from TSW he can go live. Online reservations are with Jay-Z marketing and TSW. Clyde supplies JZ marketing with all the rooms available for reservations. Online registration and check-in can be done prior to arrival. An email is sent asking how many are in the room. Online check out can be done by looking at the folio making sure it is correct and checking out. Clyde is 80% complete setting up this phase.
- We need TSW, CX Pay and Shift 4 to all be in place for this to come together.
- For staff members working from home "AnyDesk" with a VPN and a token will be needed. Clyde will speak with Patrick who is a subcontractor in Aruba that Clyde uses often. Patrick needs to

research on a paid version of AnyDesk and not the free version. We need a dedicated IP address for Fortinet, and they do not cost that much.

- Donald Pieters, Chief of Security, reported the wristbands are working well and the members do not mind them, especially now during the COVID-19 situation.
- CDM guests need to get the blue wristband from Front Desk at ABC to be on the property.
- He has two men on contract for three months which is up now he is going to extend them. He needs 3 people per shift because he must have one person at the timekeeper and one at the front entrance.
- He has a closed-circuit camera demonstration soon from Standard Communications.
- **Meeting was adjourned at 4:30 pm**

Wednesday October 21, 2020

- Kevin Foley called the meeting to order at 9:00 am
- Liza van der Linden from Reservations came in.
- She is still having problems with guests and members, private rentals and third-party rentals. Owners need to put a rental agreement in place with their renters. She suggests that we make this an announcement at the members meetings and have Ida place it in the newsletter. A procedure needs to be written and posted on the website and send out as a reminder via email.
- Tentative room change and stay over lists are being sent to owners to confirm their stay, especially those who are testing for COVID-19 at the Aruba airport because they must go immediately to the room to quarantine. Members think just because they own a week they do not need to confirm with Reservations. Just because you own a week they do not know if you are showing up.
- We will ask if there is a way to automatically confirm an arrival. Lisa is more than willing and eager to move forward with education and ask for guidance to be able to do her job.
- Met with Ted Johnson, a notary on Aruba, concerning the Articles of Association.
- 12:30pm- Lunch break (1 hour)
- Ida Brete came in to explain to us about the addendum to the Interval International (II) contract.
- Ida will explain to them that they need to change the wording in the addendum so that we do not have to give the membership list to get it signed.
- It was suggested that José get a copy of the list of exchanged guests and do a presentation to them during their stay.
- Jacky Kelly from IT came in. She does not want to start any new projects right now before all the changes are made with the servers.
- Phones are not a profit for the club any longer. Mitel and their software are obsolete.
- She was asked if we could get an alert if an access point goes down rather than wait for a guest to complain.
- José Odor, sales department, came in. He would like to send a resale email out once a week. José is attending seminars on sales and marketing.
- We have two terminated members that have requested to be reinstated. The board voted to reinstate both members after they pay all dues and fees owed to the club.
- **Meeting was adjourned at 4:30 pm**

Thursday October 22, 2020

- Kevin Foley called the meeting to order at 9:00 am
- Bob Curtis, General manager from Casa Del Mar, came in and told us the windows for the gym are shipping at the end of the year. He has looked at new equipment for strength training and mats.
- The side rails in the area that connects ABC and CDM are being replaced.
- We brought up the possibility of combining the Activities Department since we are in the middle of COVID-19 and the occupancy is very low. We would utilize the CDM Activities Director and the activities rooms on both properties. Bob will present this to his board.
- Bob suggested we resume water aerobics and chair yoga and that Gladys who does the chair yoga classes could alternate between ABC and CDM.
- Bob suggested that the two Boards start working closer together.
- Bob suggested that he and Lisseth start holding monthly manager meetings.

- Divi has not been permitting any locals and we told him ABC is still not issuing any day passes due to the COVID-19 situation.
- The joint meeting between ABC and CDM Boards will take place during week 3 in 2021.
- Jorge has asked Jacky to send the rate charts so he can put them on the website.
- Leoncia is to extend Luis's contract for another year.
- Elgin Zeppenfeldt, one of our attorneys, came in to give us guidance on several matters including the Articles of Association and leases.
- 12:00pm- Lunch break (1 hour)
- Jorge Zarraga, from JZ Marketing, came in to do a demonstration of the new website. He would like to offer a new photo shoot and video package at no charge to ABC. This can be done once the new furniture arrives and is in place in the rooms. He can add sales later on and discussed changes to the page.
- The in-house TV channel would be a default Channel when you turn on the TV. We would like to have it display the Wi-Fi prices and promote our vendors.
- Lalo and Christine from The Place (our new mini market) came in. They hope we are happy with the new mini market and thankful to us for being rent-free during these past months. They are starting to see a slight increase each week, but some days are good, and some are bad. They were eager to do the renovations and get open. They try to carry things people ask for and if there is request for something specific that they do not have, their clerk writes it down. Customers can also send them pictures of items that they would like stocked. Right now, they are open from 7 to 5 daily and it was suggested that on the weekends perhaps they should be open 7 to 7.
- Anky and Harold, owners of Ricardo's, came in. They had no complaints and Harold is going to fix the side of the bar that needs repair and everything in the prep room was good. The new lunch menu items are doing very well and for now they are using paper menus due to the COVID-19. They are going to add some dinner items to the menu next year depending on how things go. They have added some breakfast items. Tonight, they will resume karaoke it will be singing only and no dancing. Anky is going to be the compliance officer for Ricardo's. People are coming in and not knowing which way to go for Ricardo's so Anky will get a A-frame sign pointing the way.
- **Meeting was adjourned at 4:30 pm**

Friday October 23, 2020

- Kevin Foley called the meeting to order at 9:00 am
- Kevin proposed that Wi-Fi be given to Board Members while they are staying in residence at ABC.
- Elizabeth Kock in HR and Donald Pieters and Jose Perez in security are the compliance officers at ABC.
- 12:00pm- Lunch break (1 hour)
- Ida Brete is drawing up a paper for the Board to sign giving Ron Wix power of attorney to be able to file the paperwork for Lisseth becoming the GM.
- It will cost \$2750 for the secure tunnel for the servers. Patrick and Clyde are currently working on this.
- We tied up these topics that were pending.....
 - Synthetic palapa that has been on test between ABC and CDM. – REVISIT WHEN WE NEED PALAPAS.
 - Issues with the cooling tower and the chillers. - BEING WORKED ON NOW.
 - Finish creating a schedule for phase 2 with Arrowood before reservations can release the schedule to our owners. - PENDING ARTHUR
 - Verify what phase 2 is going to cost so we can make our deposit. - PENDING ARTHUR
 - Technology education courses for the reservations and resales department. - AS AVAILABLE
 - What do we do about the addendum to the Interval International? - SEND TO RON WIX FOR REVIEW
 - Reinstate the 2 terminated members. - YES, AFTER PAYING ALL OWED FEES
 - Termination of lewd member, do we ban him from ABC? - YES
 - Employee parking. - ON HOLD
 - Quote for the leveling and coating of the roof and the Astroturf. - PENDING
 - Roof damage on Ricardo's. - LISSETH WILL MAKE FREDDY AWARE

- Did we replace a UPS (uninterrupted power supply) in the electric room? - SETAR WILL REPLACE
- Hallway painting and lighting. – UNDERWAY, FREDDY DOING TEST PAINTING
- Kandy Cottrill made the motion to adjourn and seconded by Cindy Martorella.
- **Meeting was adjourned at 2.30 pm**

Respectfully submitted,
Kandy Cottrill, Secretary of the ABC Board of Directors