

**VINEYARDS COMMUNITY ASSOCIATION, INC.**

**Special Board Meeting Minutes**

**March 22, 2022 10:00AM**

1. **Call to Order:** Tom Ruane called the meeting to order at 10:05 AM March 22, 2022, at the Vineyards Country Club 400 Vineyards Blvd. Naples, FL 34119.
2. **Verify Proper Notification Sent:** LA confirmed proper notification was sent.
3. **Quorum:** A quorum was met. Present were Board of Directors (BOD): Tom Ruane (TR), Alan Norris (AN) Tom Sackett (TS), and Joe Braden (JB). John Bauman (JB) Absent. Also, present was Linda Ames (LA) of PMP Management.
4. **Old Business:** None
5. **New Business:**
  - A. Transfer \$300,000 Master Operations Funds to Master Reserve Funds Account to fund the Casualty Cleanup/Recovery/Repairs – reserves.  
**Motion by TR to Transfer \$300,000 Master Operating Funds to Master Reserve Funds Account to fund the Casualty Cleanup, Recovery and Repairs Reserve Account. There was a second by JB. The Motion passed unanimously.**
  - B. Transfer Uninsured Loss/Insurance Deductibles line item from the Master Operations budget to the Master Reserves and to also move the associated \$50,000 for this item from the Master operations funds to the Master reserve funds.  
**Motion by TR to Transfer Uninsured Loss/Insurance Deductibles line item from the Master Operations Budget to the Master Reserves and to also move the associated \$50,000 for this item from the Master Operations Funds to the Master Reserve Funds. There was a second by JB. The Motion passed unanimously.**
  - C. Transfer the Uninsured Loss/Insurance Deductibles line item from the Access Control operations budget to the Access Control Reserves and to also move the associated \$20,000 for this item from the Access Control operations funds to the Access Control reserve funds.  
**Motion by TR to Transfer the Uninsured Loss/Insurance Deductibles line item from the Access Control operations budget to the Access Control Reserves and to also move the associated \$20,000 for this item from the Access Control operations funds to the Access Control reserve funds. There was a second by JB. The Motion passed unanimously.**

- D. Discussion of obtaining a \$1M line of credit from First Foundation Bank for a term of 2 years. This is intended to backstop the VCA's casualty reserves.

**Motion by TR to approve a \$1M Line of Credit from First Foundation Bank for a term of 2 years. Current BOD are Tom Ruane, President; Alan Norris, Treasurer; Tom Sackett, Vice President; John Bauman, Secretary; and Joe Braden, Director. Tom Ruane and Alan Norris are authorized to execute the documents. There was a second JB. The Motion passed unanimously.**

6. **Owner Discussion:** None
7. **Meet the Candidates:** TR informed the owners that there would be a Meet the Candidates Meeting to be held on April 6, 2022 at 10:00 AM.
8. **Annual Meeting:** TR informed the owners that the Annual Owners Meeting is on April 25, 2022 at 10:30 AM.
9. **Adjournment:** TR moved to adjourn the meeting at 10:30 AM. TS seconded the motion. The motion passed unanimously.

Respectfully submitted,  
Linda Ames, CAM  
Association Manager