



Rental Committee Meeting
May 6, 2017
Clubhouse – 10:00AM

Minutes

1. Call to Order

The meeting was called to order by Lars Eriksson at 10:00AM.

2. Establish Quorum

A quorum of the committee (Lars Eriksson, Howard Hitzel, Lou Mann, Mark Hilborn, and Vicki Elie) was present.

3. Proof of Notice

Tyler Brown, association manager, stated that notice of the meeting has been given to all owners.

4. Reading of Minutes of Previous Rental Committee Meeting

a. August 13, 2016

A motion was made by Vicki Elie, seconded by Lars Eriksson, and approved unanimously to accept the August 13, 2016 rental committee minutes as written.

5. Rate Structure

a. Rate Changes

An extensive discussion was held concerning various rates and rate structures. Following discussion three items were put forth:

1. A motion was made by Lars Eriksson, seconded by Mark Hilborn, and approved unanimously to increase Weekly rental rates 7% effective May 1, 2018.
2. The manager and staff were asked to look into and develop a high demand month rate schedule for January, February, and March. The committee recommended an increase of roughly 20-25% for these high demand months over the current rates while leaving other monthly rates at the rates currently charged.
3. It was decided to leave the current program by which owners can increase their individual rates in place.

6. Construction Discounts and Methodology

It was explained that the office is implementing the construction discount plan approved by the board in the following manner:

- 15% for anyone that has a balcony blocked during their stay.

- 10% for people that are closer to construction and are experiencing increased levels of noise and disruption.
- 5% for people on the edges of construction that are minimally impacted.
- 0% for those that are on opposite ends of the building from construction.

7. Lease Agreement

a. Written Lease

It was reported that the written lease agreement previously discussed had been adopted by the board and was being implemented through the Barefoot software. We are continuing to work on a signature method for this lease agreement.

8. General Discussions

a. Unit Cleaning

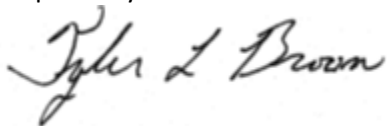
A discussion was held concerning cleanings and their quality. Alternatives were discussed including different companies, linen services, rate increases, and penalties. The committee asked the manager to continue working with and managing the cleaning company to achieve the desired results.

There was discussion concerning the method of winter rental booking. The committee asked the office to look at the method by which winter bookings are achieved to possibly open times to the public sooner.

9. Adjournment

There being no further business to come before the committee the meeting was adjourned at 12:05PM.

Respectfully Submitted:



Tyler Brown CFCAM, CMCA, AMS, PCAM
Manager, Errol by the Sea Condominium Association, Inc.