



Minutes
Special Meeting
Review of Goals
Vivo Resorts Leadership Council
July 19, 2023, 11:30 pm CST
 Online Meeting & Vivo Board Room

Attendees:

Margie Lunder – Regime 1, Pat Simpson – Regime 2 Commercial, Glen Hansen – Regime 3, Jane Perch - Villas, Cary Mullen -Developer, Diane Hache – Vivo Foundation,

Absent: John Moser – Regime 2 Residential

Management: Alma Angulo- Condo Manager, Catterina Calderon – General Manager

Call Meeting to Order and Proof of Quorum

The meeting was called to order at 11:33 am CST

2023-2024 Goals

Review the ranking of priorities.

The committee discussed and reviewed the goals that were ranked based on weighted input of the members. The Council was reminded that they can be positive influencers for communicating and keeping rumors at bay and attitudes positive. Communications policies are in place and they need to be monitored. The discussions of these goal/actions lead to the conclusion that much of the frustration of the Owners is lack of consistent reporting on the status. A regular follow up on these topics that have been raised within the Associations and at the annual meeting is critical.

Pat will put the goals into a SMART format and note the rank. There will be some ongoing goals that are included for the sake of monitoring. Below was the basic Grid for review and ranking.

Ranking	
	Governance
1	§ Fiscal management and accountability
	Ø Audit of Regimes and Master Association
	Ø Ensure goods and services provided by Costa Esmeralda (property manager) are competitive and transparent

	§ Process for owners to obtain their Property Titles - communication of status.
2	Timelines
4	§ Regime participation in Master Association decision making
	Infrastructure
3	§ Assess electrical grids (CFE, elevators) and internet connectivity & broadband access to ensure optimal performance 2nd
	§ Establish a plan to address:
5	∅ surfacing and maintenance of roads within Vivo (boulevard & villa roads), sidewalks, signage for villa roads, entry and internal roadway landscaping
4	∅ completion of pool and landscaping in Regime 3 3rd Interested Owners In discussion with developer concerning the status and innovative solutions. Nautico communication
7	∅ relocation of the construction works yard
	Communications
6	§ Establish effective communication between management, the developer and owners that is timely, responsive and transparent to all owners
	∅ Ensure accurate owner contact information
	∅ Establish who is responsible for reporting specific information/issues, system for reporting (email, Vivo Newsletter, Vivo website) , timelines, etc
	Other
8	§ Review of Condo Bylaws and revisions if necessary. (Governance issue)
	*There are processes involved in undertaking such reviews. If a regime wish to review its bylaws, that would be specific to the particular regime. There is a Master Regime document in the process of being registered so it would be prudent to wait for this document.
	2022 Objectives Achieved and Ongoing will be included for the sake of monitoring
	§ Fiscal – provide quarterly overview of fiscal matters across regimes – process established
	§ Safety - processes already in place. Report as necessary in Vivo Newsletter, safety exercises, etc. Report in these meetings
	§ Land Stewardship – processes under way. Report as necessary in Vivo Newsletter

Governance

Audit Committee Status

The primary goal was fiscal accountability. The first action was to write the terms of reference and select an audit committee. Each Regime will choose or elect a representative. The first meeting will be held shortly. Glen Hansen has been organizing this committee.

Communication

It was suggested that the Monthly Update have special reoccurring sections to address the goals/tasks of the Leadership Council. In addition, a communication responsibility tree should be established by Management so that everyone knows their role. Lack of communication has resulted in rumors and negativity with the community.

Examples of communication topics would be:

Safety: Reinforcement of safety procedures posted to the website or other safety issues

Infrastructure: Update on planned and pending projects, repairs, and replacements. Note the impact of these projects on Owners.

Governance: Report on status of Master Association documents, property title status

Developer Update: Cary to communicate on development.

Website: Keep website updated

The council will review the SMART goals and choose what items they feel that they can reasonably accomplish. The term of this committee is through May of 2024. A few action items are in progress with a few of these goals; audit committee; Building M pool proposal; property titles in progress; newsletter communication; WIFI enhancement (Regime 3). This will be further communicated as we make advancements.

The council discussed forming a Master Association Budget advisory committee with members representing all regimes, villas and master association. It was suggested that in the interim, the Leadership Council could potentially serve in an Advisory Role on the Master Association Budget until the Master Condo is registered, and then once the sub-regimes were dovetailed into the Master Condo, then each regime would have representation on the Master Condo Regime and each regime would have voting rights in the Master Condo. As part of this, the Villa Regime would have representation and voting rights in the Master too. This addresses the goal of "Regime participation in Master Association decision making". Some members of the council suggested the committee be chosen from other owners or volunteers and not the Leadership Committee.

The meeting adjourned at 12:50pm CST.