

GRENELEFE ASSOCIATION OF CONDOMINIUM OWNERS NO. 1, INC.
Minutes of the Meeting of the Board of Directors
May 30, 2023

The president called the meeting to order at 9:12 a.m. on the date above noted at the location and time specified in the notice of meeting.

Those present were:

John Rasmussen, President (via phone)	Chris Palamidis, Director
Earl Monari, Vice-President (via phone)	Avi Rapaport, Director (via phone)
John "Randy" Kuhl, Treasurer (via phone)	Joseph Schechter, Director (via phone)
Charles Erwin, Secretary (via phone)	Chris Gourdie, General Manager
Yossi Edelkopf, Director	Carol Post, Bookkeeper (via phone)
Shaya Katz, Director (via phone)	

The only item on the agenda was replacement of general manager position. Mr. Rasmussen began by stating that the Association has a proposal from a recruitment company that handles everything. He explained that the Association gives them criteria of what it wants, they send candidates that meet the criteria, and the Association doesn't pay them until it actually hires someone. Mr. Monari asked if the Association would sign a contract with them, and Mr. Gourdie explained that it's not a signed contract, but it's verbal. The Association would pay a finder's fee of 25 percent of the annual salary, which he felt would be well-spent if the Association got the right person.

Mr. Edelkopf asked if there was a disadvantage to the Association getting its own person, and Mr. Gourdie responded that there wouldn't be, if the Association had the time and resources to do its own search. He then walked the board through the process, using his own search as an example. He explained that he used Ultimate Staffing, which put him through psychological tests and background and then narrowed down what jobs would be appropriate. He stated it was a long process, very thorough, and he was impressed with the things he had to do before he could even talk to a prospective employer. He felt that would be a good way for the Association to go, because they already have 1,000 candidates. He stated that the Association can specify what it is looking for, as far as experience, licenses, etc.

Mr. Edelkopf then asked what the board thought of hiring a management company. Mr. Monari responded that, being on the board as long as he had, he has found it advantageous to have a particular general manager to work with. But he stated that he has never dealt with a property management situation, so he didn't know if they would bring in a single person to run it or how it would work. Mr. Gourdie stated that with a management company, the general manager's loyalty is to the management company. Mr. Edelkopf questioned having to pay \$25,000 up front with a recruiter and asked Mr. Gourdie how many years he has been with the Association. Mr. Gourdie indicated fifteen, and Mr. Edelkopf stated the Association would have made out okay with the up-front cost in that case. Mr. Gourdie stated that when he got the job with the Association, there were 50 candidates. He stated that there will be a huge pool of qualified people, and as the board

screens the candidates, it can give feedback to the recruiter, and they will dial in on the right person.

Mr. Edelkopf then asked if there was a firm date for when the Association needed to make the hire, knowing Mr. Gourdie's last day is June 16, such as a date when operations will shut off, and Mr. Gourdie said no, but he felt 60 days would be a good target, but it could come sooner. He stated that the board would have to do a lot of Zoom meetings with candidates, and at the point where the choice is narrowed down to three candidates, the full board will need to be in on a meeting, asking questions.

Joseph Schechter stated that he has many employees and many businesses and asked why the Association isn't throwing up its own ads instead of jumping to a recruiter. Mr. Gourdie asked if they use a recruiter, and Mr. Schechter stated he does it both ways, that in New York City, it's very difficult to hire a CFO, so they use a recruiter. He stated that he doesn't need a recruiter to do the interview, and he doesn't understand why the Association is considering spending more money, especially with the budget increasing so much. He suggested throwing up an ad on Indeed and seeing what comes through, that he felt jumping in with a recruiter is a waste of money.

Mr. Gourdie then argued that if the board didn't find somebody locally, it has wasted all that time. He stated that the Association doesn't have to pay the recruiter unless it hires their candidate. Mr. Edelkopf suggested doing both things—hiring a recruiter and advertising locally. He asked if Mr. Gourdie could help coordinate those two options and maybe even a third and interview management companies, look at resumes on Indeed and people from the recruiter, and the board can select whatever option it likes. He stated that he has condos where he does hiring himself and condos where he does it with a company. Mr. Schechter suggested that for the next two weeks, the Association runs Indeed and other ads and if it doesn't get good response, it switches to a recruiter. Mr. Gourdie stated that he spoke with the Association attorney, and although the board doesn't have to sign a contract with the recruiter, if it does hire their person, it is an implied verbal contract and the Association does have to pay them. Mr. Edelkopf stated that if the candidate through the recruiter is better than the others, even if it costs the Association \$25,000, he would go with that candidate, because a good general manager will save that much for the Association in a year. He felt, though, that it would be good to have all the resources.

Mr. Rasmussen stated that the board currently has at least two options on the table, which can be done concurrently. He assumed that there is a cost for Indeed, and Mr. Edelkopf explained that the board would have two days to review a resume and can cancel and not reach out to the candidate, that the Association only pays for the resumes it likes. Mr. Rasmussen confirmed that both the recruiter and Indeed work the same way, that if the Association takes a candidate, it owes someone money.

Mr. Gourdie advised posting the salary, that when he was looking at postings, he didn't even look at anything that didn't have the salary posted. Otherwise, it's a waste of time to go through the process and learn the salary is too low. The board agreed, and Mr. Gourdie suggested putting \$75,000 to \$85,000, depending on the candidate's qualifications and experience. He added that the board could negotiate up if it found someone really good, but the recruiter stated that the

Association could find someone good for the \$75,000 to \$85,000 range. Mr. Monari asked if it would be good to start lower, maybe \$70,000 to \$85,000 to give a bigger range to be able to negotiate up. Mr. Gourdie stated that there are numerous jobs starting at \$75,000, so giving the \$75,000 to \$85,000 range would distinguish the Association from the rest of the crowd. He stated that everyone will probably say they want 85, but the board can come back with an offer of 75 and in a year, if the candidate proves himself or herself, the higher rate can be discussed at that time.

Mr. Rasmussen questioned instead of putting a range on the posting to list a \$75,000 base, adjustable by experience, and that way the Association isn't capping itself at \$85,000. Mr. Gourdie stated the pay could be listed as \$75,000 negotiable. He added that he'll check with the recruiter and find out how she is going to post the salary. Mr. Edelkopf asked if the ad would keep Grenelefe confidential, and Mr. Schechter stated that he didn't think the ad should say Grenelefe, but instead should say a property of a particular number of units in Florida. Mr. Edelkopf suggested listing the location as the Orlando area. He then asked if the board wanted a subcommittee.

Mr. Rasmussen suggested first getting a motion on the floor that the board would do both options, i.e., work with a recruiter and also post its own listing. If the board was in agreement on that and then wanted a subcommittee to review what the posting is, he was good with that. Mr. Edelkopf asked if the motion should include the option of working with a management company, and Mr. Rasmussen responded that if the board wanted to include all three in the same motion, that was fine. Chuck Erwin stated that the management company should be a last resort, that if the Association can't find anybody with the recruiter and Indeed, then it looks at a management company. Mr. Gourdie asked if there is a presentation with a management company, how the board wanted to handle that, and Mr. Edelkopf suggested that it be handled like the initial interviews, and any board members who wanted to show up could show up. Mr. Gourdie said it could be done with a Zoom call. Mr. Schechter stated that the management company would need 60 or 90 days from now, when the board has already gone through Indeed and the recruiters. Mr. Gourdie stated that the board might find the perfect person, but like him, they have to give a 30-day notice. However, a management company could put someone in until the board found the right person. He added that the Association has always used a recruiting company for its accounting position, with a temp-to-hire agreement, although it can't do that with a GM, but certain positions are important to make sure not to get the wrong person.

Mr. Schechter then asked if the Association had the job responsibilities documented, the day-to-day operations, just in case the Association doesn't find someone in time, and Mr. Gourdie stated that Carol Post took care of all that and asked her to provide that information to the board. Mr. Edelkopf stated that he would like to hear everything and felt it would be very valuable as a board to be able to ask questions and get Mr. Gourdie's perspective on everything. Mr. Gourdie stated that there is so much history with the property, such as the original plat books that come in handy, information on a lawsuit against the roofer who did a lot of roof work after the 2004 hurricanes and other items. He stated that it's not stuff he uses in the day-to-day operations, but it's a resource library. He added that he would be happy to walk a couple of board members through that. He also committed to provide his phone number to the new person because they will have a lot of questions. Mr. Schechter suggested scheduling an exit interview, and he can be


there, as well as anyone else, and can walk through the office. Mr. Gourdie agreed and stated that as far as the day-to-day operations when he is not physically there, Jerry Heath has agreed to be the operations contact for all the employees temporarily. He added that Ms. Post has been the assistant general manager, and even though she is remote, she can be a resource. He also stated that he and Mr. Rasmussen and Mr. Kuhl will have to disentangle him from the financial responsibilities and pass everything off to the new person, that he could fly in on a weekend to be here on Monday. He stated the Association would need to get a credit card without his name on it, that the Bank of America credit card, often used for purchases and several automatic payments, has his name on it.

Mr. Gourdie then asked if the board needed to do a resolution, and Mr. Rasmussen suggested just doing a motion for the Association to explore all three options: Using a recruiter, doing its own posting, and looking at management companies to see what their offerings are. The motion was made by John Rasmussen and seconded by Joseph Schechter. A vote was then taken and the motion passed unanimously.

Mr. Rasmussen then asked if the board wanted to put together a subcommittee to review everything, and Mr. Gourdie stated that he could do an email chain and keep everyone apprised of what is happening. Mr. Rasmussen agreed that the process could be started with the whole board, and when it gets to the point of vetting candidates, it could either use a subcommittee or the whole board. He instructed Mr. Gourdie to prepare the posting and send it to the board for input before putting it up.

At 9:45 a.m., Randy Kuhl moved and Charles Erwin seconded a motion to adjourn, which was passed unanimously.

Respectfully submitted,



Charles Erwin
Secretary