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**AMERICANA VACATION CLUB, INC.**  
**General Membership & Election Meeting Minutes**  
**Embassy Suites Conference Room**  
**May 19, 2007 @ 10:30 am**

**Board Members Present:** Bill Cathcart, Laura Anderson, Jan McCarthy, Ed McCarthy and Merrill Higham.

**Board Member Excused:** None

**Others:** Kathleen Shoda, Jennifer Cewinski, Georjean Vosburg, Keni Pritchett, Linda Hess, Mindy Steen, Kelly Molloy, Lorena Zepeda, Victor Sarabia, Troy Walters, Ana Lopez, Sandra Novoa and Paul Lyster.

- 1) **Meeting Called to Order** by President Bill Cathcart at 10:50am.
- 2) **Board Approval of Agenda** – motion to amend agenda to add #7 – Jennifer Cewinski will be conducting instead of Kathleen Shoda. Motion to approve amended agenda by Jan McCarthy, seconded by Merrill Higham, passed unanimously.
- 3) **Board Approval of Prior Meeting's Minutes**  
Member Meeting Minutes from May 20, 2006 were previously approved by the Board.
- 4) **Introductions**  
Board Members introduced.
- 5) **Introduction of Nominees**  
Jan McCarthy (incumbent)  
Merrill Higham (incumbent)  
Jonathan Sauzo (not in attendance)  
Judge Glasson, Inspector of Elections, was also introduced.  
No nominations from floor. Motion to close voting by Bill Cathcart, seconded by Merrill Higham, passed unanimously.
- 6) **Introduction of Management Team and Staff Members**  
Jan McCarthy, General Manager  
Kathleen Shoda, Assistant General Manager  
Jennifer Cewinski, Property Manager
- 7) **2006/7 Major Events Review – Jennifer Cewinski, Property Manager**  
Original agenda stated that Kathleen Shoda would be presenting this agenda item, see motion to amend agenda. Kathleen Shoda spoke momentarily giving kudos to Jennifer for her hard work during Kathleen's medical leave of absence. Kathleen then left the meeting to count the ballots with Judge Glasson, Inspector of Elections.  
  
Jennifer reported that Sunday to Sunday check in was going well. Some people leave early on Saturday because of cheaper airfare, which opens up more BT. No-Smoking Property change has been received well. DVD players will be in rooms within a month.
- 8) **Property Review – Jennifer Cewinski, Property Manager**  
Staff introduction:  
Ana Lopez – Housekeeping Manager  
Keni Lyster-Reservations Manager  
Troy Walters-Reservations  
Paul Lyster-Maintenance Manager

Victor Sarabia-Activities  
Mindy Steen-Owner Services  
Linda Hess-Owner Services  
Georjean Vosburg-Accounting Manager  
Kelly Molloy-Accounting Assistant

9) **Property Presentation-Jan McCarthy**

Elevators – To handle growing demand for downstairs rooms due to owner's difficulty with our stairs, we began investigation in putting in elevators. The elevator investigation led to many regulation obstacles including ADA accessibility and TRPA land coverage issues. The issue is being left open for future evaluation and, for the immediate future, we will continue to manage owner requests for downstairs units through the first-come first-served reservation room request system.

Roof – A new roof will be required within the next several years and options for an exterior remodel to incorporate a new roof-line and "look" for the Americana were discussed. Slides were shown illustrating a different look. Priority is to finance the remodel without a special assessment.

Redevelopment Review – Work on the Convention Center is progressing. We are very much in support of it's completion and positive impact on our city and on the Americana.

Meeting interrupted by Judge Glasson with the unofficial results:  
Merrill Higham and Jan McCarthy have been re-elected.

10) **Audience Question and Answer Summary**

Audience members asked questions which were answered by Jan McCarthy and Jennifer Cewinski.

11) **Adjournment Motion** was made at 12:00pm by Merrill Higham, seconded by Jan McCarthy, and passed unanimously.

Later on, the Board voted to appoint the following officers:

President	Merrill Higham
Vice-President	Laura Anderson
Secretary	Jan McCarthy
Treasurer	Bill Cathcart
Member-at-Large	Ed McCarthy

Respectfully Submitted by  
Georjean Vosburg for  
Jan McCarthy, Secretary