

ASSOCIATION OF HOUSE OWNERS



Annual Report Secretary 2016

Introduction

2016 was the first year the House Owners Association Quinta -do-Paraiso had been dealing with Carvoeiro Clube (CC) as a new partner.

This group was formed after the , by QDP newsletter dated December 10th 2015, announced merger between Quinta -do -Paraiso LDA and Carvoeiro Clube LDA.

Later that year the new formed group expanded further and is now re-named Carvoeiro Clube Group. (December 2016)

Carvoeiro Clube was in more detail introduced by their staff during the AGM where also some consequences of the merger were highlighted by members of its staff.

The Association of House Owners has in addition to the usual matters related to new contracts been busy with further clarification of many issues around the new law on Alojamento local (Decreto-Lei No 128/2014 de 29 de Agosto 2014) , the replacement of the WIFI system and the need for more transparency in rates and costs.

The annual Central Facilities January audit was this year done by means of an exchange of documents followed by a conclusive Skype meeting .

The year was closed in December by another message from CC that more resorts had been made part of the CC group and that the management of QDP will now be rotated over the total group which now has 7 resorts and 1 new development (Quinta do Algarvio)

2016 Events agenda

- February 3rd a Skype meeting was organised in order to check and discuss the 2016 Central Facility amounts.
In 2014 and 2015 this meeting was held at QDP , this year the board decided to have this meeting by Skype.
Documents required were issued to the board members on January 29th and commented ;reviewed by QDP and returned to the board prior to the Skype meeting.
- February 3rd the AGM agenda was issued by the board and discussed with QDP.
- February 8th the members received the annual report 2015 as well as the agenda for the AGM to be held April 9th.
- In February QDP issued the CF budgets .

- Between January and March discussions took place with Sovereign over VAT and income tax details / reporting and tax representation also in the light of the QDP offer to organise this for house owners.
- In March a study was done in order to get a better transparency between the "' rack rates" and the contract rates as a basis for open discussion with the QDP management.
- April 8th a meeting was held with the QDP management and the HOA board, during this meeting Mr Stocker was introduced to the board members.
- April 9th ;AGM took place, before this , 21 members attended an excellent lunch at the Trattoria.
- June 23th the minutes of the AGM were distributed.
- August 12th the HOA issued their opening points for the 2017 contract to QDP
- August 22th a first draft 2017 contract was received from QDP.
- September 5th a Skype meeting was held between the Board and QDP regarding the 2017 contract and various other matters.
- September 20th a meeting was held at QDP between 2 board members and the QDP staff on the progress of the 2017 contract.
- September 28th the 2nd draft was received., discussions on replacing the WIFI system are continuing.
- October 17th the HOA September newsletter was distributed through QDP.
- October 20th another meeting about the replacement of the WIFI system was held at QDP between 2 board members and the QDP staff.
- October 29th agreement was reached on the wording of the 2017contract, the contracts were issued by QDP later that month.
- November 3th the new 2017 contract was distributed by QDP.
- November 3th the HOA issued a newsletter to clarify various issues out of the new - 2017- contract (a follow-up on the October newsletter)
- December QDP issued a newsletter indicating "management rotatings` ` The HOA replied their concerns in a message dated December 21st to QDP also because this matter was never announced earlier.

Audit on bookings and reservations

In view of the positive results of the 2014 audit (by Sovereign) the board has decided not to audit the 2015 booking period.

Contracts / Members

In 2016 the Association had 47 members; representing 51 houses.

The Board

As per article 8f of our deed, every year one board member retires by rotation and can be re-elected :

On the AGM March 26th 2011	Mr Alan Jenkins retired by rotation and was re-elected.
On the AGM March 31th 2012	Mr vd Berg retired by rotation and was re-elected.
On the AGM March 23rd 2013	Mrs Alison Green retired and was not available for re-election.

On the AGM March 29th 2014	Ms Tracey Francis was elected;
On the AGM March 29th 2014	Mr Siccama retired by rotation and was re-elected.
On the AGM March 28th 2015	Mr vd Berg retired by rotation and was re-elected.
On the AGM April 9th 2016	Mr de Groot retired by rotation and was re-elected.

The board is now as follows:

Mr A Jenkins (Chairman)
Mr P v.d. Berg (Treasurer)
Mr A. de Groot (Secretary)
Mr D Siccama (board member)
Ms Tracey Francis (board member).

Association received and handled:

Various mail messages from QDP , members and tax representation firms related to:

- Fiscal representation as announced by CC
- WIFI costs/ complaints / functionality/ replacement
- SEF reports.
- Social security payments.
- Occupancy level.
- Central facilities costs.
- QDP ratings on various other direct booking sites / value and correctness of information shown. Availability of houses and types shown. Special offers.
- New owners / sales of houses.
- Transparency of rates , customising rentals.
- Accounting system.
- CC 2017 contracts.

Secretary

A.W. de Groot / January 2017