

ASSOCIATION OF HOUSE OWNERS

Quinta do Paraiso
Founded: October 3, 1981

Annual Report Secretary 2018

2018 Events agenda

On January 9th a newsletter was issued ,mainly related to the way forward for the Association in general and its relation with CC.

This required voting on the agenda points prior to the AGM and we asked those Members who are not able to attend the AGM for their opinion about the agenda points prior to the meeting, as well as a proxy so that a nominated member that is present, can vote over these issues on this person's behalf.

January 29th ,a meeting took place with QDP staff to audit the 2017 CF costs.

February 15th, the Association gave their " Qualified approval " on the results of the CF budget meeting.

Between January and March, discussions with CC continued over the situation around the required role of the HOA in the contract negotiations.

February 22nd, we were informed that the resort manager Mr Baroso has left CC and was replaced by:

- Ricardo Martins -

Who will take on a new role as Operation Manager, assuming full responsibility for the operational side of Quinta do Paraiso,

- Carmo Garcia -

Will be responsible for Owner Relations and should be contacted regarding all property owner related matters.

Both new functions were "with immediate effect"

February 25th, all members were invited to attend the 2018 AGM.

The agenda and invitation included a special Calling Notice in which we were calling for your Proxy Votes (from those members who were unable to attend the A.G.M. in person)

Between February and March, an overview was generated from the received members feed -back related to this Calling notice.

March 16th, the HOA organised a Board meeting through Skype, and met with the CC Management, in preparation to the AGM.

March 17th ;AGM took place
In which the chairman gave a brief summary
of the 2016 events :

Quote : "In the absence of the Secretary, I will try to give a brief summary of the last twelve months.

Members have received:

- *Last year's AGM Minutes, plus a Cover Letter asking for your votes, the Members Update 1st May 2017 (giving details of the Board's interactions with CC Management), and the text of CC's proposed Agreement (later withdrawn by CC after the Board's extensive feedback);*
- *July Newsletter, with the results of voting (over 80%), and our interactions up to 13th June;*
- *October Newsletter, closely followed by...*
- *the Board's Commentary on CC's unilaterally proposed Contract for 2018;*
- *January Newsletter, following the full Board meeting on 29th November, announcing the proposed Special Resolution for today's AGM;*
- *the Agenda for today's AGM, with a Calling Notice inviting Members' proxy votes.*

Looking back, I have certainly had the quieter time that I was seeking last year, but this was more due to the hardening of CC's attitude and approach to HOA, than to any improved relationship.

One 'bright spot' has been the selective increases in Rental Rates for C2 and D properties, even though the Board never had any feedback from CC about the analysis we previously circulated.

The Board members individually, and then Djurre Siccama and I on 29th January (CF Audit), built our relations with the QdP Manager, Joao Barroso. His resignation was announced 22nd February.

The Board then met yesterday afternoon (Friday 16th March) with Carmo Garcia, Ricardo Martins, and Patricia Buerer re-engaged with us by also attending that meeting.

Unquote "

April 11th, CC issued a new proposal for " fixed " cleaning costs to the Board.

This proposal is to replace the present (2018) contract system based on hourly rates and costs of materials and was already discussed earlier.

The Board started their internal review of this proposal

April 20th, the minutes of the AGM were distributed.

April 29th, The HOA Board endorsed the new cleaning proposal as a 'win-win' for all Owners except the D Apartments.

May 3rd , A special bulletin was issued to the members related to this cleaning proposal and the April 28th received CC confirmation that they will engage with the Association to negotiate the 2019 contract

May 3rd ,CC informed all Owners about the option of cleaning proposal amendment to the 2018 contract (including a new price chart)

July 14th , The board had a Skype meeting to make a start on the 2019 contract

July 22nd , CC was informed of the Skype meeting results, in preparation for a meeting with CC suggested to be held October 5th in Carvoeiro.

Main topics:

-CF charges 2019

-Members issues as minuted in the 2018 AGM (where no CC staff was present)

-Winter rentals

-WIFI , end of 2 year contract, how to proceed?

October 2nd CC issued a first draft 2019 contract to the Board , together with a new WIFI proposal.(making use of a " fixed line")

October 4th, A Board meeting with CC took place.

October 5th , The Board organised a Skype meeting with those Board members not present during the October 4th meeting.

October 8th, The October newsletter was issued , starting with the announcement of the realised start of mr. Aarsen as Treasurer, and the step back of Mr Siccama from the Board with effect from our upcoming 2019 AGM.

October 10th, The Board issued their review of the first draft 2019 contract to CC

October 19th , CC replied

November 1st , The board agreed to CC to send out the contract, but requested CC to organise a new WIFI proposal to be arranged by CC as the earlier October 2nd CC proposal (fixed line) set up did not work out.

November 15th , The board issued the November newsletter, again confirming the date and time for the 2019 AGM:

Saturday afternoon March 30th at the Trattoria Oliviera QDP

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December 23rd, The board issued an urgent bulletin related to the (now) separated agreements for gardening and pool maintenance.

Contracts / Members

In 2018 the Association had 34 members representing 36 houses.

The Board

As per article 8f of our deed, every year one board member retires by rotation and can be re-elected : as indicated in our October 2018 newsletter , Mr Siccama informed us that he wishes to resign as per this year's AGM, and the board requested in that newsletter for Members to consider if they might stand as candidate.

Until today we have not received any reply on our urgent request.

During 2018 Mr. Aarsen and Mr. vd Berg have jointly performed the Treasurers role which was in October formally taken over by Mr. Aarsen.
Mr vd Berg remains Board member.

The board is now as follows:

Mr A Jenkins (Chairman)
Mr B Aarsen (Treasurer)
Mr A de Groot (Secretary)
Mr D Siccama (Board member) (stepping down)
Mr P vd Berg (Board member).

We repeat our invitation to Members to stand as a candidate in 2019 !

Secretary

A.W. de Groot / February 2019