

**Minutes of the Meeting of the House Owners Association Board  
with Carvoeiro Club management at Quinta do Paraiso (QdP)  
on Friday 16<sup>th</sup> March 2018 at 3:00 p.m.**

**Place: restaurant Trattoria Oliveira Quinta do Paraiso.**

**Meeting was attended by:**

CC-management: Mrs. P. Bürer  
Mrs. C. Garcia  
Mr. R. Martins.

HOA Board: Alan Jenkins.  
Piet van den Berg  
Bas Aarsen,  
Djurre Siccama

Apologies: Aart de Groot.

**Following items were discussed:**

**1. Management position resort Quinta do Paraiso.**

Due to the resignation of Mr. J. Barroso, Mrs. Bürer explains how the new management is being filled in permanently:

Mrs. Garcia was promoted to Assistant of the Management and will be responsible for owners-relations. There is already a longstanding relation between owners and Mrs. Garcia.

Mr. Martins is promoted to be director operations of QdP. Mrs. Sandra Fuchs as Assistant Food & Beverage Manager will take over some of the duties Mr. Martins had in the past. Replacement waiting staff will be recruited. A secretary for Mr. Martins and Mrs. Garcia is also being recruited.

Mrs. Conni Leibner has been promoted to be responsible for the Central reservation department for all CC. Resorts. She and her team are located at Quinta do Paraiso.

Mr. Paulo Carvalho has been appointed as Director of Security and Maintenance and supervises the departments of gardening, pool and maintenance of all the CC resorts, based at head office. Ms. Sara Terceira has been appointed Head of Gardening,

Mr. Jenkins congratulates Mrs. Garcia and Mr. Martins with their new positions.

## **2. Cleaning costs.**

Mr. Jenkins states that cleaning costs are high and vary quite a lot.

Mrs. Bürer informs that CC is considering to offer cleaning/laundry services to be included in the rent. CC has to legally check if this is possible in relation to VAT.

HOA will welcome such a proposal.

## **3. Winter renting.**

Mr. Jenkins mentions that winter renting is not economical due to high electricity costs. Mrs. Bürer proposes that winter rentals in the next contract will be without electricity costs. The HOA is pleased with this proposal.

## **4. CF Water and electricity meters.**

CC-management confirms that for each zone of the Central Facilities, separate water and electricity meters have now been installed. No further allocations in percentages are required any more.

The HOA is very happy with this action of CC-management.

## **5. AL-legislation.**

Mr. Aarsen asks for the opinion of CC-management: will the proposals of the Socialists to restrict the AL- renting be accepted in the near future?

Mrs. Bürer is quite sure that this will not happen.

## **6. Future plans of the shareholders.**

Mr. Jenkins asks what the plans of the shareholders are?

Mrs. Bürer tells that the expansion strategy will not be changed. Good opportunities will be taken.

An unfinished project near Carvoeiro Tennis Club was bought and will be finished. It will contain 10 apartments and 22 town houses. It will be named Quinta do Algarvio and will be operational in May 2019.

## **7. Members fee HOA.**

Mr. Jenkins is wondering if CC is willing to collect the HOA member fee for owners who have a contract with CC in the way it was done in 2017? He explains how it was done in 2017.

Mrs. Bürer confirms that CC is willing to do this, however the consent of the members concerned is required.

HOA welcomes this confirmation.

## **8. Closing of the meeting.**

As there are no further items to be discussed the meeting is closed. Minutes of the meeting will be made by HOA and will be sent to CC-management for comments before sending out to the Members.

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