

**ANNUAL HOMEOWNERS' MEETING
COVE AT YARMOUTH RESORT HOTEL OWNERS' ASSOCIATION, INC.
COVE AT YARMOUTH RESORT HOTEL CONDOMINIUM TRUST**

Saturday, April 6, 2019

I. WELCOME AND INTRODUCTIONS

Mrs. Moser called the meeting to order at 10:05 a.m. and extended a warm *Welcome* to all owners present. Board members and resort management who were seated at the head table were introduced.

Board of Trustees:

Venita Amidon	Alan Fletcher
Paul Cavaliere	Debora Jones
Ingrid Dooling	Marcia Moser
Malcolm MacPhail	

Absent:

Steven Fabrizio
Rodrigo Orozco-Silva

Advisory Committee:

Michael Miles
Elizabeth Bairos

VRI Americas (VRI) and Resort Management:

Rich Muller, Chief Operating Officer, VRI/TPI
Michael Edwards, General Manager
Scott Dravis, Sr. Vice President of Resort Operations/VRI

II. APPROVAL OF ANNUAL MEETING MINUTES (04/07/18)

Rich Muller informed the audience that a copy of the minutes from the Annual Owner's Meeting on April 7, 2018 was provided to everyone as they signed in today at the registration desk. A copy of the minutes is also available to any owner upon request.

MOTION: Motion was made that the owners present waive the reading and approve the 2018 Annual Meeting minutes of The Cove at Yarmouth Hotel Owners Association, Inc. and the Cove at Yarmouth Resort Hotel Condominium Trust, and **Furthermore**, that the owners present also approve the 2018 Annual Meeting minutes of the Cove at Yarmouth Hotel Owners Association, Inc. and the Cove at Yarmouth Resort Hotel Condominium Trust as presented. Motion was duly seconded and approved unanimously.

III. BOARD ELECTIONS

Rich Muller reminded the attendees that elections are held every two years. Three seats are up for election.

The current slate of candidates are:

Michael G. Berube	Malcolm MacPhail
Alan Fletcher	John P. Hart
Debora Jones	Ebertson P. Malaba
Ray Lessard	

MOTION: Upon motion made, seconded and unanimously approved, the floor was closed to further nominations. Candidates present were given an opportunity to make a brief statement. Voting ensued.

IV. RESORT OPERATIONS

Michael Edwards provided a detailed PowerPoint presentation which included the following:

- Arial photos of Cape Cod will replace the painted mural located in the Racquet Sports building.
- The Cove celebrates its 33rd year of operation. The Mission Statement remains “To provide all of our owners and guests with friendly, courteous service, responsible management and lasting vacation memories.”
- The leadership organizational chart includes:

Michael Edwards, General Manager
 Erin Lee Assistant, General Manager
 Gisele Vorpahl, Administrative Services Manager
 Lori Sullivant, Activities Manager
 Michelle Pimentel, Front Office Manager
 Fernando Teixeira, Housekeeping Manager
 Karl Rose, Chief Engineer

- Staffing hours increased slightly over last year and accidents decreased along with the number of missed days due to injury.
- Ownership Statistics

Total Intervals Owned 2018	12,798
Percentage Intervals Sold	94.7%
Total Unsold Intervals	748
Total Delinquent Owners 2018	16%
Owner Occupancy 2018	53%
New Sales 2018	131
Interval International Members	1,932
RCI Weeks Members	2,446
RCI Point Members	1,996
InnSeason Vacation Club Ownership	438
Vacation International Ownership	1,101

- A new sales program has been launched and is being led by James Pascarelli. New vacation and travel benefits are being offered including Interval International’s Points based exchange program. Owners are encouraged to learn more about new options.
- The Cove, again, accepted RCI’s Silver Crown designation.
- The opening of Heron’s Landing resulted in a 10% increase in RCI Point values which directly benefits Points members and increases the exchange power for RCI weeks members.
- The industry continues to consolidate under major Public Company brands. Some older and less desirable resorts have closed, and that trend is expected to continue. Rich Muller will discuss this later in the agenda.
- The Loft and Loft Shack renewed its lease for another three years. It was agreed that lunch will not be served in the offseason. Comments continue to be excellent and the relationship is mutually beneficial.
- The guard shack at the Route 28 entrance is slated for removal and anew sign will be installed.

V. FINANCIAL REPORTS:

A. 2018 Budget Recap and 2019 Budget.

The Cove’s maintenance fee history is as follows:

2019	\$569.00
2018	\$556.00
2017	\$547.00
2016	\$541.00
2015	\$540.00
2014	\$539.00

Maintenance fees continue to be significantly lower than national and regional averages.

This year’s budgeted expenses compared to last year are as follows:

	2019	2018	Variance	%
Revenue	6,791,708	6,740,594	51,114	0.8%
Payroll	2,352,882	2,342,788	10,093	0.4%
Operating	1,212,791	1,200,710	12,081	1.0%
Admin & General	1,493,203	1,382,854	110,349	8.0%
Fixed	394,940	414,153	-19,213	-4.6%
Other	1,337,892	1,400,088	-62,196	-4.4 %

New employment laws have and will continue to add significantly to the cost of operations.

B. 2018 Reserve Expenditure

Michael Edwards stated that \$150 of the annual maintenance fee is allocated to Reserves for capital improvements and major projects.

A Five-year Reserves Cash Flow was presented which indicated that this amount is expected to sufficiently fund all planned projects including repaving the parking lots and the next round of interior renovations currently scheduled to begin in 2022. An independent Reserves Study will be conducted this year to, among other things, confirm funding levels and remaining useful life of all Trust and Association assets.

The following capital replacements and improvements were performed in 2018:

- 15 heat pumps were replaced.
- Other mechanical and ventilation upgrades and improvements were made.
- A new Dectron Boiler and shack heaters were installed.
- The handicap ramp at the main entrance was replaced and upgraded.
- Heron's Landing was re-landscaped to repair storm damages.
- Flooring throughout the health club was replaced.
- The Wifi network was upgraded.
- A roof platform was installed on the Loft Shack.
- Equipment for the Loft Shack restaurant, housekeeping and pool was purchased.

Total expenditures were \$222,796

C. 2019 Planned Reserve Expenditures

Capital improvements and replacements planned for 2019 include:

- Purchase of 15 heat pumps.
- Replacement of large palladium windows throughout the building.
- A new reception desk for the Racquet Sports Center.
- Indoor pool deck resurfacing with an enhanced and more comfortable rubberized material that is currently being tested.
- Purchase of patio tables and chairs.
- A new generator for the Waste Water Treatment Plant and emergency power.
- In-room charging stations for personal electronics.
- Housekeeping equipment.
- Pool equipment.
- Racquet Sports Center wall mural with aerial photos of Cape Cod as previously mentioned.

Total planned expenditures are: \$373,393.00

VI. INDUSTRY UPDATE

Rich Muller advised the Board that Marriott Vacations Worldwide merged with VRI's parent company ILG which brings together the industries most respected brands including Marriott Vacation Club, Ritz Carleton Destination Club, Sheraton Vacation Club, Hyatt Vacation Ownership and Weston Vacation Club. The merger does not, in anyway, change VRI's relationship with The Cove at Yarmouth. The team is extremely proud to be associated with these prestigious organizations and have superior resources available.

Rich presented an excerpt from a ruling with a lawsuit filed against Timeshare Exit Team principals:

UNITED STATES DISTRICT COURT
MIDDLE DISTRICT OF FLORIDA ORLANDO DIVISION
ORANGE LAKE COUNTRY CLUB, INC. and WILSON RESORT FINANCE, L.L.C.,
Plaintiffs,
v. Case No: 6:17-cv-1542-Orl-31DCI
REED HEIN & ASSOCIATES, LLC, SCHROETER GOLDMARK & BENDER, P.S.,
MITCHELL REED SUSSMAN, BRANDON REED, TREVOR HEIN and THOMAS
PARENTEAU,
Defendants.

Owners who have seen billboards and other media advertising Timeshare Exit Team and other so-called Exit Companies are strongly encouraged to read Judge Gregory A. Presnell's ruling and description of Timeshare Exit Team's business practices which he characterizes as a "Scheme". Readers can draw their own conclusion about the legitimacy of Timeshare Exit Team's business practices.

Rich stated that owners are again reminded that they should consult with management before responding to any solicitation regarding their ownership.

VII. ELECTION RESULTS

With tabulation completed, Rich Muller announced that the following candidates were elected for a six year term:

Malcolm MacPhail
Debra Jones
Alan Fletcher

VIII. QUESTIONS AND ANSWERS/OPEN FORUM

The Board and management entertained questions from the general ownership. Among other comments and questions, discussion ensued about capital improvements, RCI and II Points Programs and other resort amenities including the availability of Pickle Ball courts.

IX. ADJOURNMENT

There being no further business or questions from the audience the meeting was adjourned at 11:51 a.m.

Ingrid Dooling, Secretary/Treasurer

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