

# HARBOR COVE TIMESHARE OWNERS ASSOCIATION ANNUAL MEETING

**NOVEMBER 13, 2010**

## **MINUTES**

1. Owners attending: Charles and Sherry Richards, Bill and Barb DeRousse, Dorothy Jarczynski, Elizabeth Erickson, Fred and Deb Humig, Michael and Jeanne Wood, and Cheryl Barron. Site Managers in attendance : Brad and Lora Backus.
2. Board members attending: All Board members (and spouses) were in attendance.
3. President's Report - State of Association:

### PHILOSOPHY OF OPERATION

- OWNERS' INTERESTS FIRST AND FOREMOST
- SAFETY OF THE UNITS
- UNIT IMPROVEMENTS IN A FISCALLY RESPONSIBLE MANNER
- COST SAVINGS
- CLOSE ASSOCIATION WITH PHASE I
- OPTIMIZATION OF "UP NORTH" EXPERIENCE

### CHANGES IN OPERATION

- NEW MANAGEMENT COMPANY
- PRO-ACTIVE APPROACH TO MAINTENANCE
- REGULAR UNIT INSPECTIONS BY BOARD
- CLOSE ALLIANCE WITH PHASE I
- DEVELOPING ALLIANCE WITH COMMUNITY PROPERTIES

### CHANGES IN OPERATION

- ESTABLISHMENT OF SHUTTERFLY WEBSITE
- PARTNERSHIP WITH AREA ENTERPRISES
- PROMOTION OF THE HARBOR COVE "BRAND"

### SAVINGS THROUGH SYNERGIES

- UTILIZATION OF SAME MANAGEMENT COMPANY AS PHASE I AND  
COMMUNITY PROPERTIES
- PRO-ACTIVE REPAIR / UPDATES (VERSUS REACTIVE)
- HOLDING LOCAL VENDORS MORE ACCOUNTABLE
- REDUCING "DUPLICATE" OVERHEAD COSTS
- GETTING OUR "MONEY'S WORTH" FROM OTHER ASSOCIATIONS
- DEDICATED MAINTENANCE ENGINEER

### A LOOK AT THE FUTURE

- OWNER BASE CONTINUES TO AGE
- SHORT-TERM OWNER PAYMENT CONCERNS
- GROWING POPULARITY OF "UP NORTH"
- NEED FOR MORE ACTIVE INVOLVEMENT FROM MORE OWNERS
- FURTHER DEVELOPMENT OF INTERNET COMMUNICATIONS

#### 4. Site Managers' Report

##### Community Property Improvements

- Great room re-carpeted
- New furniture and blinds in great room
- Sunning deck redone
- New playground equipment
- New grills
- Rebuilt outdoor shower stall near beach house
- New bridges on wilderness trails

##### Phase One Changes:

- Six new parking spots
- 3 units repainted on exterior
- Added railings on deck
- Worked to preserve exterior wood siding
- Exterior unit doors painted green
- Some new door walls, as needed
- Replace galvanized pipe
- Established a "library," – book exchange
- Instituted "bulk discounts" for maintenance services like heating and cooling, carpet cleaning, plumbing, and lock and key.

#### 5. Unit Improvements and Plans for Further Improvement

##### HARBOR COVE TIMESHARE UNITS: MAINTENANCE WEEK-FALL 2010-ITEMS ACCOMPLISHED

- All units-carpet steam cleaned
- Stair Railings-paint touch up
- New console tables in place (old Formica tables removed)
- New caulking in some showers as needed
- Longer chains on fans in living room
- Ceramic soap dispensers in bathrooms
- New burner pans on stoves
- Lining in drawers and cabinets completed in kitchen
- New kitchen light fixtures in all units

##### ITEMS TO BE FINISHED SOON (next few weeks)

- Kitchen knobs on cabinets and drawers
- 3 units to get new dining room lights (Unit #2 light broken to be replaced)
- All kitchen lights to get dimmer switches
- Unit #19 to get new doorwall during December (through Phase 1 association)
- Some toilets to be replaced
- Unit #8 has dark spot in linoleum, drywall and trim problem behind toilet (shower water damage)
- Coasters for new tables in living area

## ITEMS FOR COMING SPRING-NEEDED

- All deck furniture it now stored, many chairs-tables need to be replaced

## ITEMS FOR PURCHASE FOR COMING YEAR(S)-NOT NECESSARILY LISTED IN PRIORITY ORDER

- Ottomans for living room
- Flat screen TVs with installation (HD cable)
- WiFi accessibility in each unit
- Bifold doors(new upstairs and down-phase in over a couple of years)
- Twin room dressers and nightstands
- Bedroom Curtains
- Reface kitchen cabinetry
- New kitchen countertops
- Carpet

### 6. Treasurer's Report -- See back pages

### 7. Secretary's Report –

- The three officers, who were “up” for reelection, Mark Ward, Ken Newberry, and Rich Terry, were reelected on a unanimous basis.
- Response to the Proxy Card mailing was outstanding, with almost fifty per cent of owners responding

### RCI Related matters:

- RCI exchanges are important, as almost forty per cent of our owners exchanged their week during the recently ended RCI accounting period.
- Exchange results are sometimes better if the owner uses rci.com.
- Harbor Cove achieved Silver Crown status, the third year in the last four we have received this recognition.
- Ability to obtain a desirable RCI exchange depends on a very complex process. Factors leading to better exchanges include the date of the deposit of the Harbor Cove week, the seasonal designation of the week deposited, size and type of unit deposited, and demand within the RCI system for the week deposited.
- RCI is making the exchange process more “transparent,” and owners are now able to instantly know the “trading power” of the week they are planning to deposit.

### 8. Vice President Report

- Live, on-line review of website
- Review of association owned weeks for sale

### 9. Board Meeting:

- Going into 2011, all Board members were reelected to the same positions they held during 2010.