

HARBOR COVE TIMESHARE OWNERS' ASSOCIATION

Harbor Springs, MI 49740

Phone 231-242-8093

www.harborcovetimeshare.com

email: info@nmescares.com

Dear Harbor Cove Timeshare Owner:

I hope that you have had a good 2019 and are looking forward to 2020. Having been appointed the President of the Association in February, it is my pleasure to provide you with an update on the status of the Association including the following topics:

- Website
- 2019 Annual Financial Report
- 2019 Budget, 2020 Maintenance Fee and Property Taxes
- Improvements in 2019 and Planned for 2020
- Friends and Family Rental Program
- For Sale Weeks
- New Board Members
- Owner Feedback
- Pictures
- Annual Meeting and Proxy
- Late Fees and Delinquency Procedures

Website

We encourage you to check-out the updated website for the Association. We are working to provide more information on the site and hope you'll find information useful on the site. Please visit www.harborcovetimeshare.com. To enter the Owner Resources tab, you will need to use the password HarborCove2018.

2019 Annual Financial Report

Enclosed for your review is a copy of the 2019 Annual Financial Report from Board Treasurer, Mark Ward. As you will see, we've been able to work within our projected budget for 2019. We experienced an unexpected expense to address a Community Properties assessment to pay for the outdoor pool improvements, luckily, we had funds in our replacements budget to address this expense without having to institute any special assessment to our owners.

2020 Budget, 2020 Maintenance Fee and 2019 Property Taxes

We've enclosed a copy of the 2020 Projected Budget for your information. Based upon the 2020 Projected Budget, the **2020 Maintenance Fee has been set at \$575 per week owned and is due on or before December 31, 2019.** This represents a 1.8% increase over 2019. **The amount of property tax paid in 2019 for each owned week was \$54.28.**

Improvements in 2019 and Planned for 2020

We had to allocate over \$600 per unit to address the Community Properties outdoor pool improvements, which has now been completed. The indoor pool in the community center and the locker rooms were also upgraded. If you visited the units since late spring, you will have noted that there are new parking passes that are being used and need to remain with each unit, this is a requirement of Phase I. The passes are not disposable paper passes like we've had in the past so please be sure to keep them in the units or you will be assessed a fine for taking them with you. Phase I is also strongly enforcing the requirement to keep all towels, clothes, etc. off outdoor railings. Phase I will be assessing a fine to those ignoring this requirement. There was also a new security officer monitoring the property after some vandalism was experienced.

At the individual unit level, we were able to upgrade the flooring in Unit #14 with new waterproof vinyl on the main floor to replace the carpet. New area rugs were also purchased for the living and dining rooms. This unit also had a treatment called pickling, done on the fireplace wall. All units were upgraded with a new recliner to replace the large side chair. We plan to upgrade the flooring in Unit #19 yet this fall and then upgrade the flooring in two more units during the spring 2020 and the remaining two units during the fall 2020. We are using this phased approach to ensure we have adequate reserves in case we experience any unexpected expenses due to unforeseen maintenance or replacement issues.

We also had miscellaneous replacements of some pots and pans, an AC unit, a twin mattress and a recliner. We were able to cover these items within the 2019 budget, using the funds in our replacements line item.

New for 2020 is our ability to take payment of maintenance fees and rental fees via credit card. If you would like to make a payment using your credit card, please contact our property manager at cindy@nmescares.com. Please note – we will be assessing a processing fee for the use of the credit card in addition to the amount of the actual maintenance or rental fee. Our property manager can tell you the exact amount when you contact her, should you wish to pay by credit card.

Friends and Family Rental Program

There are over fifty (50) weeks that are available for rent from the Association. These are a combination of Association owned weeks or weeks that are delinquent in their maintenance fees. By renting them, we can recoup lost maintenance fees and strive to keep our annual costs in check for our owners. We've continued to improve our program. Board member Fred Humig has done a great job of working with owners to encourage rentals of these available weeks. The price to rent these weeks may vary so please contact Fred to get current pricing for any week(s) you may be interested in renting. **To increase the number of rentals, the Board is offering a \$50 Amazon credit to any owner, in good standing, who provides a referral that results in a week rental of a unit. Please see the attached summary of the Friends and Family program and the printout that summarizes the available weeks for the remainder of 2019 and 2020.** You can also see the availability on the Association website on the For Sale and Rent tab (www.harborcovetimeshare.com). Please note that in 2021, we'll have a 53rd week to rent and we'll have all six units available. Make your plans early!

For Sale Weeks

We have several weeks that are for sale, either those owned by the Association or privately owned. Maybe you would like to add an extra week to your ownership? Maybe see Harbor Cove during a different season? How about getting a family member involved in Harbor Cove? Please see the enclosed listing and pass along to others who may be interested in joining our Harbor Cove Timeshare Owners family.

New Board Members

We are looking for a new member to fill a vacancy on the Board. We meet only a few times a year and most of them are conducted via phone to reduce travel. If you are interested in serving as a director, please email Stephanie Ward at stephandtomward@gmail.com to share your interest.

Owner Feedback

Please be sure to share feedback with the Board of Directors as we welcome hearing from our owners. Please pass along your ideas or concerns, either in person at the Annual meeting or any time, via email at stephandtomward@gmail.com or to our property manager at cindy@nmescares.com.

Pictures

As we work to attract new owners and renters to Harbor Cove, we would like to keep adding to our new website. We are asking that if you have any photos that you would like to share with us of you enjoying your time at Harbor Cove, during any season, we'd love to have them to post on the website. Please email them to stephandtomward@gmail.com.

Annual Meeting and Proxy

You are invited to join the Harbor Cove Timeshare Board of Directors and other Owners for a light lunch at our annual meeting on **Saturday, December 7, 2019. We'll begin at 12:30 PM at Paesano's Restaurant at 3411 Washtenaw, Ann Arbor, MI 48104. PLEASE RSVP to Cindy Dickson at cindy@nmescares.com by November 20, 2019 so we may reserve enough space.**

If you are not going to join us in person at the annual meeting, it is very important that we receive your proxy vote by November 20, 2019. Please see the attached proxy card today. According to our bylaws, we must have 35% of owners return the proxy card prior to holding our annual meeting. Thank you for your prompt attention to this important owner obligation. **You may mail the proxy back to the address noted on the proxy or you may scan and email the proxy to cindy@nmescares.com by November 20, 2019.**

Late Fees and Delinquency Procedures

While most owners pay their maintenance fees on time, we do have some owners who have become delinquent in their payments. To maintain a viable association, where all owners are held accountable to pay their fair share, we contracted

with a collections agency in 2019 to assist us with the collection of these outstanding maintenance fees. This has resulted in the Association collecting unpaid fees from numerous owners. We will continue to use this agency as we move into 2020 and hope that the need to do so will become less.

The Board would like to remind all owners of the potential consequences if you should become delinquent. Pursuant to Articles V(D) and XII of the Declaration of Covenants for Use of Condominium Interest, If your maintenance fee is unpaid by the annual due date, you will not be entitled to occupy the unit during your period of use or at any other time, or authorize any other person to do so while any amounts remain unpaid. The only exception is if you have made special arrangements with our property managers for delayed payments. In all cases, your fees must be paid in full before using the Harbor Cove facilities.

The following additional actions will also occur if your maintenance fees remain unpaid:

- RCI will be notified of the delinquent status of the owner's timeshare fees and the RCI exchange privileges will be suspended until all delinquent amounts are paid in full.
- For maintenance fees more than 30 days overdue, a \$100 late fee for each week owned will be assessed to your account in addition to any amounts you owe the Association. This amount is not refundable and is applied each year that an account is delinquent.
- The Association has the right to and will attempt to rent the unit during your use period.
- A lien will be placed on the property for the amount due the Association. This will prevent you from selling the property or changing ownership until the lien has been removed when full payment is made.
- When maintenance fees have not been paid for an extended period, the Association will seek a judgement through small claims court for the delinquent dues and associated fees.
- The Association also has the right to foreclose on the property which can affect your credit rating.

The Board of Directors has an obligation to assure the continued financial health of the Harbor Cove Timeshare Owners Association and will take the necessary steps to do so. If you have questions on the maintenance fees, or need to work out alternate payment plans, please contact our property manager.

Summary

The Board of Directors appreciates your continued ownership and support of the Harbor Cove Timeshare Owners Association. We hope that you have the opportunity to enjoy the up-north experience at Harbor Cove in 2020. Please feel free to contact any of the Board of Directors if you have any questions or comments.

Sincerely,

Stephanie Ward

Stephanie Ward, President

On Behalf of the Harbor Cove Timeshare Owners Association Board of Directors

TIMESHARE DATES - FRIDAY ARRIVAL

2020	
Week 1	01/03/20
Week 2	01/10/20
Week 3	01/17/20
Week 4	01/24/20
Week 5	01/31/20
Week 6	02/07/20
Week 7	02/14/20
Week 8	02/21/20
Week 9	02/28/20
Week 10	03/06/20
Week 11	03/13/20
Week 12	03/20/20
Week 13	03/27/20
Week 14	04/03/20
Week 15	04/10/20
Week 16	04/17/20
Week 17	04/24/20
Week 18	05/01/20
Week 19	05/08/20
Week 20	05/15/20
Week 21	05/22/20
Week 22	05/29/20
Week 23	06/05/20
Week 24	06/12/20
Week 25	06/19/20
Week 26	06/26/20
Week 27	07/03/20
Week 28	07/10/20
Week 29	07/17/20
Week 30	07/24/20
Week 31	07/31/20
Week 32	08/07/20
Week 33	08/14/20
Week 34	08/21/20
Week 35	08/28/20
Week 36	09/04/20
Week 37	09/11/20
Week 38	09/18/20
Week 39	09/25/20
Week 40	10/02/20
Week 41	10/09/20
Week 42	10/16/20
Week 43	10/23/20
Week 44	10/30/20
Week 45	11/06/20
Week 46	11/13/20
Week 47	11/20/20
Week 48	11/27/20
Week 49	12/04/20
Week 50	12/11/20
Week 51	12/18/20
Week 52	12/25/20
Week 53	n/a

2021	
Week 1	01/01/21
Week 2	01/08/21
Week 3	01/15/21
Week 4	01/22/21
Week 5	01/29/21
Week 6	02/05/21
Week 7	02/12/21
Week 8	02/19/21
Week 9	02/26/21
Week 10	03/05/21
Week 11	03/12/21
Week 12	03/19/21
Week 13	03/26/21
Week 14	04/02/21
Week 15	04/09/21
Week 16	04/16/21
Week 17	04/23/21
Week 18	04/30/21
Week 19	05/07/21
Week 20	05/14/21
Week 21	05/21/21
Week 22	05/28/21
Week 23	06/04/21
Week 24	06/11/21
Week 25	06/18/21
Week 26	06/25/21
Week 27	07/02/21
Week 28	07/09/21
Week 29	07/16/21
Week 30	07/23/21
Week 31	07/30/21
Week 32	08/06/21
Week 33	08/13/21
Week 34	08/20/21
Week 35	08/27/21
Week 36	09/03/21
Week 37	09/10/21
Week 38	09/17/21
Week 39	09/24/21
Week 40	10/01/21
Week 41	10/08/21
Week 42	10/15/21
Week 43	10/22/21
Week 44	10/29/21
Week 45	11/05/21
Week 46	11/12/21
Week 47	11/19/21
Week 48	11/26/21
Week 49	12/03/21
Week 50	12/10/21
Week 51	12/17/21
Week 52	12/24/21
Week 53	12/31/21

2022	
Week 1	01/07/22
Week 2	01/14/22
Week 3	01/21/22
Week 4	01/28/22
Week 5	02/04/22
Week 6	02/11/22
Week 7	02/18/22
Week 8	02/25/22
Week 9	03/04/22
Week 10	03/11/22
Week 11	03/18/22
Week 12	03/25/22
Week 13	04/01/22
Week 14	04/08/22
Week 15	04/15/22
Week 16	04/22/22
Week 17	04/29/22
Week 18	05/06/22
Week 19	05/13/22
Week 20	05/20/22
Week 21	05/27/22
Week 22	06/03/22
Week 23	06/10/22
Week 24	06/17/22
Week 25	06/24/22
Week 26	07/01/22
Week 27	07/08/22
Week 28	07/15/22
Week 29	07/22/22
Week 30	07/29/22
Week 31	08/05/22
Week 32	08/12/22
Week 33	08/19/22
Week 34	08/26/22
Week 35	09/02/22
Week 36	09/09/22
Week 37	09/16/22
Week 38	09/23/22
Week 39	09/30/22
Week 40	10/07/22
Week 41	10/14/22
Week 42	10/21/22
Week 43	10/28/22
Week 44	11/04/22
Week 45	11/11/22
Week 46	11/18/22
Week 47	11/25/22
Week 48	12/02/22
Week 49	12/09/22
Week 50	12/16/22
Week 51	12/23/22
Week 52	12/30/22
Week 53	n/a

**Harbor Cove Timeshare Owners' Association
2019 Annual Financial Report**

10/23/2019

Ward, M

	2019 YTD	2019 Year End	2019 Budget	% Budget	LN	2020 Budget
Revenue						
Maintenance Fees (243 Weeks)	\$ 137,995.00	\$ 137,995.00	\$ 138,425.00	100%	1	\$ 139,725.00
Previous Years Carryover (a portion to be used for 2020 improvements)*					2	\$ 26,568.00
Total Revenue less carryover	\$ 137,995.00	\$ 137,995.00	\$ 138,425.00	100%	3	\$ 139,725.00
Operating Expenses						
Assoc. Fees / Special Assess.*	\$ 25,990.00	\$ 33,453.00	\$ 30,352.00	110%	4	\$ 29,862.00
Board Exp (collections/mtg)	\$ 988.00	\$ 1,270.00	\$ 600.00	212%	5	\$ 1,100.00
Cable (WiFi-TV-Phone)	\$ 8,257.00	\$ 12,425.00	\$ 11,652.00	107%	6	\$ 12,600.00
Carpet Cleaning	\$ 1,118.00	\$ 2,236.00	\$ 1,500.00	149%	7	\$ 2,300.00
Cleaning (weekly units)	\$ 10,350.00	\$ 15,825.00	\$ 18,375.00	86%	8	\$ 18,375.00
Electric	\$ 3,364.00	\$ 5,368.00	\$ 5,554.00	97%	9	\$ 5,554.00
Furniture Cleaning	\$ -	\$ -	\$ 800.00	0%	10	\$ 800.00
Gas	\$ 3,949.00	\$ 5,899.00	\$ 6,050.00	98%	11	\$ 6,050.00
Insurance	\$ 2,764.00	\$ 3,150.00	\$ 3,996.00	79%	12	\$ 3,150.00
Laundry	\$ 4,264.00	\$ 6,089.00	\$ 6,125.00	99%	13	\$ 6,125.00
Legal	\$ 500.00	\$ 700.00	\$ 600.00	117%	14	\$ 1,200.00
Maint. Week Cleaning	\$ 1,080.00	\$ 2,190.00	\$ 2,160.00	101%	15	\$ 2,190.00
Maintenance	\$ 3,498.00	\$ 5,856.00	\$ 7,008.00	84%	16	\$ 7,008.00
Management Fees	\$ 13,336.00	\$ 20,004.00	\$ 20,004.00	100%	17	\$ 20,604.00
Printing-Mailing-Bank Fees	\$ 178.00	\$ 628.00	\$ 1,350.00	47%	18	\$ 1,100.00
Replacements*	\$ 9,935.00	\$ 15,385.00	\$ 5,040.00	305%	19	\$ 5,040.00
Taxes and Filing Fees	\$ 6,351.00	\$ 13,191.00	\$ 12,789.00	103%	20	\$ 13,450.00
Unit Supplies	\$ -	\$ 3,500.00	\$ 3,500.00	100%	21	\$ 3,450.00
Total Operating Expenses	\$ 95,922.00	\$ 147,169.00	\$ 137,455.00	107%	22	\$ 139,958.00
Restricted Reserve Balance**	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00		23	\$ 31,000.00

*Over budget expenses of \$9,714 paid from carryover. Unbudgeted expenses in 2019 included a new floor in units 14 and 19, new AC in unit 14, new side chairs in all units, and a special assessment from Community Properties. Total of all unbudgeted expenses = \$17,700.

2020 Maintenance fees = \$575 per week owned

Approximately \$16,800 will be used from year to year carryover fund in 2020 for major capital unit improvements

Amount paid for property taxes for each week owned in 2019= \$54.28

Note: Report is based upon actual 8 month results and best estimate of final 2019 numbers.

This report is a Treasurer's summary of the official books kept by our property manager, Northern Michigan Escapes

Harbor Cove Timeshare Owners Association Budget Overview: 2020 Proposed Budget - FY20 P&L January - December 2020

	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Total
Income													
Maintenance Fee Income	139,725.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	139,725.00
Total Income	\$ 139,725.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 139,725.00
Gross Profit													
Expenses													
Annual Meeting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	500.00
Association Dues	0.00	0.00	7,463.00	0.00	0.00	0.00	7,463.00	0.00	7,463.00	0.00	0.00	7,463.00	29,852.00
Board of Directors Expenses	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	400.00	0.00	600.00
Cleaning	1,275.00	1,275.00	1,275.00	1,275.00	1,500.00	2,250.00	1,800.00	2,250.00	1,800.00	1,425.00	1,125.00	1,125.00	18,375.00
Carpet Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,150.00	0.00	2,300.00
Furniture Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	0.00	800.00
Laundry Expense	425.00	425.00	425.00	425.00	500.00	750.00	600.00	750.00	600.00	475.00	375.00	375.00	6,125.00
Spring & Fall Cleanings	0.00	0.00	0.00	1,080.00	0.00	0.00	0.00	0.00	0.00	0.00	1,080.00	0.00	2,160.00
Total Cleaning	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 4,330.00	\$ 2,000.00	\$ 3,000.00	\$ 2,400.00	\$ 3,000.00	\$ 2,400.00	\$ 1,900.00	\$ 4,130.00	\$ 1,500.00	\$ 29,760.00
Insurance	2,000.00	0.00	1,150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,150.00
Legal Fees	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Professional Services													
Management Fees	1,717.00	1,717.00	1,717.00	1,717.00	1,717.00	1,717.00	1,717.00	1,717.00	1,717.00	1,717.00	1,717.00	1,717.00	20,604.00
Total Professional Services	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 1,717.00	\$ 20,604.00
Repairs & Maintenance	525.00	525.00	800.00	800.00	700.00	525.00	525.00	525.00	525.00	800.00	525.00	508.00	7,008.00
Replacements	1,250.00	0.00	0.00	1,250.00	0.00	1,250.00	0.00	0.00	0.00	1,250.00	0.00	0.00	5,040.00
Total Repairs & Maintenance	\$ 1,775.00	\$ 525.00	\$ 800.00	\$ 2,050.00	\$ 700.00	\$ 525.00	\$ 1,775.00	\$ 525.00	\$ 525.00	\$ 2,050.00	\$ 525.00	\$ 508.00	\$ 12,048.00
Supplies for units - 1 yr	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	290.00	3,480.00
Supply/Printing/Secretarial	50.00	50.00	300.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	300.00	50.00	1,100.00
Tax Expense													
Property Tax	6,420.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,040.00	0.00	0.00	0.00	13,460.00
Total Tax Expense	\$ 6,420.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,040.00	\$ -	\$ -	\$ -	\$ 13,460.00
Utilities													
Cable TV/Internet/Telephone	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	1,050.00	12,600.00
Electricity & Water	400.00	500.00	400.00	400.00	400.00	350.00	500.00	600.00	500.00	500.00	500.00	504.00	5,554.00
Gas	800.00	800.00	800.00	600.00	500.00	300.00	250.00	250.00	300.00	350.00	500.00	600.00	6,050.00
Total Utilities	\$ 2,250.00	\$ 2,350.00	\$ 2,250.00	\$ 2,050.00	\$ 1,950.00	\$ 1,700.00	\$ 1,800.00	\$ 1,900.00	\$ 1,850.00	\$ 1,900.00	\$ 2,050.00	\$ 2,154.00	\$ 24,204.00
Total Expenses	\$ 16,302.00	\$ 6,732.00	\$ 15,495.00	\$ 10,587.00	\$ 7,007.00	\$ 14,845.00	\$ 8,132.00	\$ 7,582.00	\$ 21,435.00	\$ 8,047.00	\$ 10,012.00	\$ 13,782.00	\$ 139,958.00
Net Operating Income	\$ 123,423.00	\$ (6,732.00)	\$ (15,495.00)	\$ (10,587.00)	\$ (7,007.00)	\$ (14,845.00)	\$ (8,132.00)	\$ (7,582.00)	\$ (21,435.00)	\$ (8,047.00)	\$ (10,012.00)	\$ (13,782.00)	\$ (233.00)
Net Income	\$ 123,423.00	\$ (6,732.00)	\$ (15,495.00)	\$ (10,587.00)	\$ (7,007.00)	\$ (14,845.00)	\$ (8,132.00)	\$ (7,582.00)	\$ (21,435.00)	\$ (8,047.00)	\$ (10,012.00)	\$ (13,782.00)	\$ (233.00)

HARBOR COVE TIMESHARE OWNERS' ASSOCIATION

Harbor Springs, MI 49740

Phone 231-242-8093

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email: info@nmescapes.com

FRIENDS & FAMILY PROGRAM

In 2016, the Harbor Cove Timeshare Owners' Association introduced a unit rental program for owners, family and friends of owners so they may further enjoy the great "Up North" Harbor Cove experience. This program recoups lost maintenance fees to the Association. The Board of Directors has continued to maintain the program and it's going strong into 2020. We want to encourage you and your friends and family to take advantage of this program!

New for 2020 - As an added incentive, if you refer a friend or family member for a rental, you can receive a \$50 Amazon Gift Card as our way of saying thanks for helping us rent these open weeks.

Do your part to keep our association viable by renting these open weeks yourself, or getting your friends and family involved in Harbor Cove!

Here's how the Friends and Family Program Works

- Any week deemed available by the Board is currently available for rent.
- If you are an owner who wants to take advantage of this program, you must be in good standing with payment of your 2020 maintenance fee.
- You can also make this program available to any other family members or friends in which you may feel would enjoy the Harbor Cove experience. The registration process must be through your name, as an owner in good standing.
- Weeks available for this program can be found on the Association website and are on the back of this page. Visit: www.harborcovetimeshare.com, and clicking on **For Sale & Rent**.
- If you find a week you are interested in, please contact Fred Humig by email at hcts2019@gmail.com or call 586-232-4966 to check availability and pricing and reserve your spot.
- You may be able to rent long weekends depending upon the availability so be sure to contact Fred to see about available openings.

If you have any questions about this program, feel free to contact us at any time.

Please feel free to make a copy of both sides of this handout and share with your family and friends so they can see what opportunities await them at Harbor Cove for such an affordable price.

See you Up North!

Your Harbor Cove Timeshare Board of Directors

AVAILABLE WEEKS FOR RENT AS OF OCTOBER 20, 2019

Please contact Fred Humig at hcts2019@gmail.com or via phone at 586-232-4966 to rent a week.
Also view www.harborcovetimeshareassociation.com for additional information.

2019					
Arrival/Departure Date	Timeshare Week	Unit #	Arrival/Departure Date	Timeshare Week	Unit #
Oct 18 – Oct 25	42	2	Nov 29 – Dec 06	48	11, 19
Oct 25 – Nov 01	43	14, 19	Dec 06 – Dec 13	49	5, 8, 11
Nov 08 – Nov 15	45	5, 19	Dec 13 – Dec 20	50	8
Nov 15 – Nov 22	46	8, 11, 19	Dec 27 – Jan 02	52	2
Nov 22 – Nov 29	47	5, 8			
2020					
Jan 10 – Jan 17	2	19	Sep 04 – Sep 11	36	8
Jan 24 – Jan 31	4	5	Sep 11 – Sep 18	37	8, 11
Feb 14 – Feb 21	7	14	Sep 25 – Oct 02	39	11
Feb 21 – Feb 28	8	11	Oct 02 – Oct 09	40	5, 8
Feb. 28 – Mar 06	9	5, 14, 19	Oct 09 – Oct 16	41	19
Mar 06 – Mar 13	10	8, 11	Oct 16 – Oct 23	42	2
Mar 13 – Mar 20	11	5	Oct 23 – Oct 30	43	14, 19
Mar 20 – Mar 27	12	5, 8, 14	Nov 06 – Nov 13	45	5, 19
Mar 27 – Apr 03	13	8, 11, 14, 19	Nov 13 - Nov 20	46	19
Apr 10 – Apr 17	15	2, 8, 14, 19	Nov 20 – Nov 27	47	5, 8
Apr 17 – Apr 24	16	5, 8	Nov 27 – Dec 04	48	11, 19
Apr 24 – May 01	17	5, 8	Dec 04- Dec 11	49	5, 8, 11
May 01 – May 08	18	8, 14	Dec 11 – Dec 18	50	8
May 08 – May 15	19	8	Dec 25 – Jan 01	52	2
May 15 – May 22	20	11			

AVAILABLE WEEKS FOR SALE AS OF OCTOBER 20, 2019

Please review the Harbor Cove Timeshare Owners Association website for specific details and contact information for each week that is for sale: www.harborcovetimeshareassociation.com

Timeshare Week	Unit #	Timeshare Week	Unit #
1	11	31	14
2	5, 8, 11	32	14
5	2	35	2
7	11, 14	39	8
9	14	41	5, 19
10	5, 8	43	14
11	8, 14	46	19
12	5, 14	47	11
13	8, 11	48	11, 19
15	8, 14, 19	49	5, 8, 11, 14
16	8	51	11
17	5, 14		
18	8		
19	8, 14		
20	11		

**HARBOR COVE TIMESHARE OWNERS' ASSOCIATION
NOTICE OF ANNUAL MEETING AND PROXY STATEMENT**

SATURDAY, DECEMBER 7, 2019 AT 12:30 PM Eastern

Your Harbor Cove Timeshare Owners Association Board of Directors invites all our owners to our Annual Meeting, to be held, December 7, 2019 at 12:30 PM at Paesano's Restaurant, 3411 Washtenaw, Ann Arbor, MI 48104. Please RSVP to Cindy Dickson at cindy@nmesCAPES.com by November 20, 2019 so we may reserve a lunch for you.

For those owners who are unable to attend in person may participate via a conference call. Please join the call approximately 10 minutes prior to the start the meeting so we can begin promptly at 12:30 PM.

Phone Number: 231-242-8490

Passcode: 24244141

The following items will be covered, along with any questions from owners participating in person or via phone:

- Review and approve 2018 annual meeting notes
- Verification of a meeting quorum and election of Board Members
- Review of 2019 association business, budget and improvements
- Review of 2020 budget, maintenance fees and anticipated improvements
 - Note 2020 maintenance fees have been set at \$575/week

CANDIDATES FOR ELECTION TO THE HARBOR COVE TIMESHARE BOARD OF DIRECTORS

The following Board members are on the election ballot. Eric Arntson is on the ballot as he was appointed by the Board earlier this year, to fill Rich Terry's seat when he resigned. Fred and Cyndi are on the ballot as their current two-year terms are up. Joe Gromala has declined to run again, so there is one open seat for which we are accepting nominations.

Fred Humig - has been a Harbor Cove Board Member on and off for many years. He and his wife Deb own four weeks, in three different units. He is a retired Ford Finance employee, and notes that he "enjoys spending his free time contributing to helping Harbor Cove owners". He is currently the Board Member in charge of Timeshare rentals and "encourages all owners to help in spreading the word that we need to increase our rental of nearly fifty available units".

Cyndi Homeyer - has been a Harbor Cove owner since 2003/2004 when she purchased her week to ensure an annual, week-long getaway trip north. She never tires of Harbor Cove, she says that the area and what it has to offer, the ability to be as busy or as idle as she wants to for the day, recharges her soul and provides her the opportunity to temporarily set aside the 'must do' list and focus on 'self'. Her ownership led to being appointed to the Board of Directors in 2009, serving in different capacities for the past 9 years, serving currently as Board Secretary. She says, "I hope to be a part of the Harbor Cove Timeshare family and continue my association with the Board of Directors as issues arise and solutions are found."

Eric Arntson - and his family have been vacationing at Harbor Cove every summer since the early 80's as a young kid and continues to go to this day. Eric and his wife Stephanie continue the same tradition and memory making with our four daughters. He notes that lots of great and special memories have been made at this amazing resort. He currently owns and operates 13 Domino's Pizza franchises in and around Mid-Michigan and have done so for over 20 years. Eric says he is "looking forward to helping solve current and future problems/issues in a quick and monetarily responsible way" as part of the Board.

Open Board Seat – Please contact Stephanie Ward or Cindy Dickson if you are interested in serving. There is also a write-in space on the ballot.

VALID PROXY FORM

In order to hold Board member elections, a quorum of at least 35% of all Association weeks need to be represented at the meeting according to our by-laws. This is done either by voting at the meeting, in person, or by proxy vote using the enclosed ballot. **The enclosed proxy ballot must be received by our property manager, Northern Michigan Escapes, by November 20, 2019 to be considered valid.** Please complete the proxy ballot including your signature by one of the two methods noted below:

Email – scan and email the proxy vote to cindy@nmescares.com

Fax – fax proxy vote to 231-344-5924

Mail – mail proxy vote to:

Harbor Cove Timeshare Owners Association
PO Box 581
Harbor Springs, MI 49740

If your timeshare week(s) are owned by more than one person, only the designated voting representative needs to sign and date the proxy. To make your vote count, you must be an owner who is up to date on your maintenance fees. Proxies from delinquent owners will not be counted. It is very important that you submit this proxy form by November 20th. Without a quorum representing our owners, we cannot elect Board members.

If you have comments, concerns or suggestions, please contact any of the Board members noted below. We look forward to seeing you at the Annual Meeting.

Sincerely,

Stephanie Ward

President

On behalf of the

Harbor Cove Timeshare Owners Association Board of Directors

Current Board Member Contact Information

President:	Stephanie Ward	517-819-6170	stephandtomward@gmail.com
Secretary	Cyndi Homeyer	586-247-0936	cndeh@sbcglobal.net
Treasurer	Mark Ward	810-599-7252	marknward@gmail.com
Director	Fred Humig	586-207-1812	fhr27@comcast.com
Director	Ken Newbury	429-885-7400	kennewbury@gmail.com
Director	Eric Arntson	517-575-7344	eric.arntson@yahoo.com

**HARBOR COVE TIMESHARE OWNERS' ASSOCIATION
ANNUAL MEETING – DECEMBER 7, 2019
PROXY BALLOT**

MUST BE RECEIVED BY NOVEMBER 20, 2019

This Proxy is solicited on behalf of the Board of Directors. The undersigned hereby appoints Stephanie War, President of the Board of Directors, as Proxy with the power to appoint her substitute, and hereby authorizes her to represent and to vote, as designated hereafter, all votes which the undersigned is entitled to vote at the Annual meeting of the Harbor Cove Timeshare Owner's Association.

ELECTION OF DIRECTORS: VOTE BY CHECKING THE BOX NEXT TO UP TO 4 NAMES.

If you mark the "write-in" option, you must write in a valid name, of a current owner, for that vote to count. Only owners in good standing (paid maintenance fees) are eligible to serve on the Board.

Fred Humig

Cyndi Homeyer

Eric Arntson

Write In: _____

Signature of Designated Representative

Printed Name of Designated Representative

Week(s) / Unit(s) Owned

Date

Yes, I will be attending the meeting in person

Number attending in person

No, I will not be attending but plan to attend by phone

Please help us update our records by providing you email and current phone number:

Email: _____

Cell Phone: _____ **Home Phone:** _____

Please complete and return this form to on or before November 20, 2019.

Email – scan and email the proxy vote to cindy@nmescapes.com

Fax – fax proxy vote to 231-344-5924

To Mail – mail proxy vote, fold this sheet over, affix postage and mail to:

Harbor Cove Timeshare Owners Association
PO Box 581
Harbor Springs, MI 49740

Fold

Return Address

Affix Postage Here

Harbor Cove Timeshare Owners Association
Annual Proxy
PO Box 581
Harbor Springs, MI 49740

Fold