

MINUTES FROM THE ORDINARY MEETING OF THE COMMUNITY OF OWNERS "ZENIAMAR I"

In Orihuela Costa (Alicante), on 1st of February 2014, the owners of Residential "Zeniamar I", meet at 10:30 hours on the second call, as there was not a sufficient quorum on the first call, in the "Blarney Stone" at the Commercial Centre Zeniamar, dully called in time and format by the President Mr. Leslie Lane, and with Mrs. María Jesús Sevilla Lizón acting as Secretary-Administrator, in order to deal with the Agenda items of this Ordinary Meeting as it follows:

AGENDA:

- 1.- Report of 2013.
- 2.- Presentation and approval of the Accounts for year 2013. Approval of certificates of debt.
- 3.- Presentation and approval of the Ordinary Budget of Expenses for 2014. Fees. (Proposal of keeping same budget and fees as last year).
 - 3.1.- Proposal of fencing the grassed areas and mail boxes.
Last year we had gates fitted to Zeniamar I to keep unwanted people from entering and also using our community areas. Many owners were very disappointed that we did not include the grassed areas. We are proposing that this year we fit gates and fencing to the two grassed areas and include the post boxes.
This will stop the damage we have had this year to the watering system and should stop the unwanted junk mail and the dog mess. It will also enclose all the properties that were not included last year. The cost would be € 3200.00 and come from the community funds.
 - 3.2.- Proposal of compensation of President fees.
As a courtesy of the work provided and following standard practice in other communities, it is proposed that the person holding the office of President is exempt from paying the regular fees.
- 4.- Election of officers.
- 5.- Any other business.

Attendees:

Owner	Property	Coefficient
Grete Hogsveen	8	1,11
Spann Sieglinde	11	0,60
Leslie & Carolyn Lane	20	0,99
Harmut Krause	30	0,77
Steinar Gulbrandsen	38	0,70
Jürgen Hüttenrauch	46	0,63
Norbert Lothar Ruschinski	47	0,63
Sylvia Jean Mitchell-Gears	48	0,63
Gabriel Prieto Hernández	49	0,99
Fergus & Caroline Finn	50	0,82
William Joseph & Eileen Jones	51	0,82
Jo Sand	57	0,71
Stephen Perry	58	0,71
Isak Hilstad	64	0,99
Richard Siwek	66	0,82
Raymond Parker	68	1,11
Patrick Driscoll	71	0,72
Erik & Lisa Jjeld	73	1,11
Tomás Talledo Herrán	74	0,82
William Cusack	79	0,82
Trevor Langridge	83	0,72
Joseph Mary Gonoud	94	0,60
Luis Daniel Mena Coronado	98	0,82
Concepción Moreno Arellano	99	0,82
Peter & Pamela Bailey	103	0,82

Total Coefficients.....20,28 %

Represented:

Owner	Property	Coef. %	Represented by
Wenche Hansen	17	1,11	Grete Hogsveen (11)
Andrés Cubero Saez	25	1,11	AGM Administradores
Arild Krokene	56	0,99	Ray Parker (68)
Anthony Stave Jacobsen	60	0,71	Jo Sand (57)
Svein & Ingeborg Sandvoll	65	0,99	Isak Hilstad (64)
Nils Gunnar Larsen	81	0,72	Isak Hilstad (64)
Jan Knudsen	107	0,72	Jo Sand (57)
Leif Bjoran Corneliussen	117	0,72	Jo Sand (57)
Odd Herman Nesvik	118	0,72	Jo Sand (57)

Total Coefficients.....7,79%

1.- Report of 2013.

The President opened the Meeting thanking those attendees for coming and he read a report of the most relevant subjects of the past year.

The President explained the system of voting and he also introduced the German translator, who is an owner who will kindly translate into German for the Community, those present thanked her.

We cleaned the concrete border of the pool and renovated the pool last year, the gates around the residential were installed and in the next couple of months we will look at replacing the 2 trees that died with something suitable.

We are always trying to keep the expenses under control, instead of the high level of expenditure that we had in past years and the intention is to keep controlling this expenditure to normal levels.

In 2013 we credited owners that overpaid when the previous administrator ran the community and in 2014 a few owners still have fees in credit therefore the community will continue crediting them until their balance is zero.

The code for the gates to enter is going to be changed. The reason to do that is to avoid people from outside the residential to access which still occurs from time to time. The idea is to do this when necessary, (a couple of times a year) to avoid some ex renters, visitors, agents, etc. using the community installations, mainly in the Summer season. At the end of these Minutes you can see the new code for the community gates.

After this explanation, owners started to deal with the Agenda items.

2.- Presentation and approval of the Accounts for year 2013. Approval of certificates of debt.

The Administrator explained the accounts and expenses for the period 2013, as you can observe below:

SUMMARY OF ACCOUNTS EXERCISE 2013:

RESERVES at 01/01/2013.....	30.722,35 €
Sabadell-Solbank.....	18.789,48 €
Caja Murcia.....	1.382,53 €
Banesto.....	1,58 €
President's Petty cash.....	201,15 €
Debtors.....	20.062,52 €
Owners advances.....	-8.745,33 €
Unknown incomes previous year.....	-869,14 €
Creditors.....	-100,44 €
-Tax Office IRPF.....	-100,44 €
+INCOMES FOR BUDGETED FEES 2013.....	+55.752,50 €
Ordinary fees.....	49.752,50 €
Fees residential gates.....	6.000,00 €
-EXPENSES EXERCISE 2013.....	-38.646,24 € (see detail)
Ordinary expenses.....	29.309,74 €
Pool works.....	2.500,00 €
Residential gates.....	6.836,50 €
=RESERVES at 31/12/2013.....	=47.828,61 €
Sabadell-Solbank.....	32.196,24 €
President Petty Cash.....	105,15 €
Debtors.....	17.178,54 €
Owners advances.....	-5.416,86 €
Creditors.....	3.765,54 €
Hacienda (IRPF).....	-312,48 €
Ocaso (mistake).....	+4.078,02 €

This year both reserves and cash in the bank account have increased. This is despite giving credits for overpaid fees from previous years to many owners. It confirms the community fees and the level of expenditure of this Community in past years was between 1/3 or ½ higher than necessary.

With the expenditure level adjusted to reality the Community's finances have improved and this year we will continue to credit the owners who have overpaid and we will have the funds to fight the court case against Pentagono.

The amount of debt and debtors has decreased, although we still have 2 large debtors and others who owe more than 1 semester. This year the community will take strict actions against any debtors because the period to solve any problems of non-payment from mistakes, credits, penalties etc. from the previous administration is finished. Therefore the current debtors are as listed in the accounts and the Community will take the necessary action to recover any monies owed.

After the corresponding voting : Those present approved the accounts for the period 2013 by majority, with 31 votes in favor and 3 votes against (nº 98, 99 & 74).

Regarding debtors at the closing of the year:

DEBTORS at 31/12/2013:

PROPERTY	NAME	AMOUNT
4	VILLA GUINDO, MARIANO	47,50 €
9	ENGELS, RUDOLF	50,00 €
24	BEART, SANDRA JULIE	149,51 €
31	ACHISON, JOSEPH MARTIN	192,50 €
39	SCHULZ, JÜRGEN	755,76 €
41	HAKKARAINEN, JOKKE MIKAEL	555,00 €
70	HODGETTS, CRAIG	3.131,53 €
75	CUNNINGHAM, CON (deceased)	206,82 €
90	BOSWELL, AMYESHA KAMALJIT	5,00 €
93	DIEU, KARIN	500,00 €
100	LIND, SIGMUND	551,14 €
104	MBELEDUGU, FELICIA	760,00 €
106	SIMPSON, DAVID	230,00 €
109	GOLDEN, GARY	7.477,91 €
113	FERNÁNDEZ MACHÍN, ÁNGEL	130,00 €
120	OLAFFSON, GUDBJORN	180,00 €
TOTAL		14.922,67€

The Administrator explained, that from this list, some owners have already paid, and some others have contacted to pay or they have difficulties and they are paying in instalments.

The large debtors will be negotiated with the banks when the properties are finally registered under the name of the banks.

Therefore, the outstanding debts were unanimously approved, and will be communicated by the Secretary. Owners authorise President, Vice-president and Administrator to grant powers of attorney to lawyers and procurators to claim in Court, in case the debts are not solved within a period of 15 days.

We also remind those owners who are not debtors but haven't yet paid the 1st semester from January-June-2014, to do it as soon as possible. Unpaid fees at 19-03-2014 are as it follows (previous debt if the case, plus the current semester):

DEBTORS at 19/03/2014:

PROPERTY	NAME	AMOUNT
1	MEDI KPOCHAK POUR	277,50 €
4	VILLA GUINDO, MARIANO	295,00 €
6	KEHOE, PAUL DESMOND	187,34 €
9	ENGELS, RUDOLF	200,00 €
15	SKAMO, TOM	194,39 €
22	BRYAN, RICHARD JAMES	150,00 €
24	BEART, SANDRA JULIE	299,51 €
29	SUTTON, GRAHAME PETER	247,50 €
31	ACHISON, JOSEPH MARTIN	385,00 €
36	FERDINAND ZWILLUS, KARL HEINZ	150,00 €
37	SCHRUFER, HANS	247,50 €

39	SCHULZ, JÜRGEN	932,65 €
41	HAKKARAINEN, JOKKE MIKAEL	832,50 €
51	JONES, WILLIAM JOSEPH & EILEEN	207,25 €
65	SANDVOLL, SVEIN RUNE & INGEBORG	249,39 €
70	HODGETTS, CRAIG	3.311,53 €
73	FJELD, ERIK & LISA	279,39 €
75	CUNNINGHAM, CON (deceased)	411,82 €
86	GONZÁLEZ HERNANGIL, MARÍA	23,50 €
90	BOSWELL, AMYESHA KAMALJIT	197,50 €
93	DIEU, KARIN	650,00 €
96	QUINN, MICHAEL	150,00 €
98	MENA CORONADO, LUIS DANIEL	205,00 €
100	LIND, SIGMUND	800,53 €
104	MBELEDUGU, FELICIA	1.037,50 €
106	SIMPSON, DAVID	410,00 €
109	GOLDEN, GARY	7.755,41 €
110	WAYNE, CHARLES ASSON	205,00 €
113	FERNÁNDEZ MACHÍN, ÁNGEL	377,50 €
120	OLAFFSON, GUDBJORN	360,00 €

Comments: n°73 has contacted and there is an internal problem with her bank, she will solve it. N°75 died, inheritors will put the fees in order.

Community Bank: SABADELL (Punta Prima)

C/C: 0081-0542-11-0001336836

IBAN: ES63 0081 0542 1100 0133 6836

BIC: BSABESBB

The list of creditors at 19-03-2014 is as it follows:

PROPERTY	CREDIT
5	-254,00 €
7	-73,50 €
13	-491,00 €
19	-260,50 €
21	-30,00 €
30	-27,00 €
32	-240,00 €
42	-60,00 €
50	-5,00 €
60	-0,50 €
80	-1,47 €
88	-44,00 €
89	-199,50 €
92	-27,50 €
99	-25,43 €
102	-155,00 €

3.- Presentation and approval of the Ordinary Budget of Expenses for 2014. Fees. (Proposal of keeping same budget and fees as last year).

The proposed Budget is as it follows:

PROPOSED BUDGET FOR 2014:

POOL & GARDEN MAINTENANCE	9.120,00 €
ADMINISTRATION FEES	4.464,00 €
V.A.T.	937,44 €
PHOTOCOPIES + CORREOS	250,00 €
COMMUNITY INSURANCE	3.950,00 €
ELECTRICITY	5.000,00 €
WATER	5.600,00 €
JUDICIAL EXPENSES (pending Court case)	15.000,00 €
SUNDRY & REPAIRS	3.178,56 €
5% RESERVE FUND	2.500,00 €

TOTAL 50.000,00 €

The proposal is to keep the same fees than last year.

After the corresponding discussion, the result of the voting is: those present approved unanimously to keep the same budget and fees than last year.

To be paid in two semesters: 1st Semester January-June-2014, to be paid in January, and 2nd Semester July-December-2014, to be paid in July.

3.1.- Proposal of fencing the grassed areas and mail boxes. Last year we had gates fitted to Zeniamar I to keep unwanted people from entering and also using our community areas. Many owners were very disappointed that we did not include the grassed areas. We are proposing that this year we fit gates and fencing to the two grassed areas and include the post boxes.

This will stop the damage we have had this year to the watering system and should stop the unwanted junk mail and the dog mess. It will also enclose all the properties that were not included last year. The cost would be € 3200.00 and come from the community funds.

This is a subject that was requested last year by a group of owners to complete the fencing. The owner of nº58 read a letter to the attendees explaining the reasons for this proposal.

The President also explained that in the past there were some incidents with people that didn't belong to the residential who have gained access.

The President also reminds owners that the cost would be coming from the community funds and will not need of any extraordinary fee.

After the corresponding debate and discussion there is a voting with the following result:

It is approved by majority of votes the fencing of the grassed areas and mail boxes with 32 votes in favor and 2 votes against (properties nº74 & nº11).

3.2.- Proposal of compensation of President fees. As a courtesy of the work provided and following standard practice in other communities, it is proposed that the person holding the office of President is exempt from paying the regular fees.

The Administrator explained the proposal to the owners.

An owner said that with this current President he thinks it is a good idea because the President is taking care of the community, but he wonders what could it happen if we have a careless President in the future. Will the Community still discount the fees to any person that is President in the future even if he/she does nothing?

The Administrator explained that as being part of the annual budget the proposal can be voted every year, it will not be forever, it is an agreement that can be voted every year confirming or cancelling it.

The owner said that the proposal should specify that the fees will be discounted only for this year, and asked to the President if he has intention of standing again (as the point of election of officers is coming later). The President confirmed he will stand if owners agree.

After discussion the voting is as it follows: The Community will discount the fees to the President for this year 2014. Approved by majority of 28 votes in favor and 6 against (25, 49, 74, 98, 99 & 103).

4.- Election of officers.

The current President and the current Vice-president, expressed their intention of standing again another year as owners are asking them to continue. The current Committee Members are not attending the Meeting for labour reasons but they are also ready to continue.

More volunteers were asked for the different positions of President, Vice-president and Committee Members. No one volunteered.

After the corresponding voting the following positions were unanimously re-elected: (vice-president by majority with property nº11 against).

PRESIDENT: MR. LESLIE LANE, Nr.20.

VICE-PRESIDENT: MR. RAY PARKER, Nr.68

COMMITTEE MEMBERS: MRS. MERCEDES CUBERO, Nr.28

MRS. EMMA URTASUN, Nr.13

The Secretary-Administrator was re-elected unanimously as María Jesús Sevilla Lizón (AGM ADMINISTRADORES).

5.- Any other business.

-An owner would like to thank to the President, Vice-president, Committee and administration for their labour.

-Regarding the security of the community some owners would like to test the idea of installing cameras at the perimeter of the residential, as they consider that the gates are not enough. The President and the Administrator remind owners that the finality of the gates was not to protect but to keep the communal pool area more private. Owners consider that cameras could be a security measure that would also protect the properties that face the public street. Some other owners think that this is an unnecessary expense, but as we do not have any quotes for this, owners agree to get quotations and to study this action to present the proposal in a future Meeting.

-Owner from n°32 is asking authorisation to install some solar pannels and the President explains a little the kind of works and those present authorise the modifications as he is not affecting any other neighbour or breaking the community aesthetics.

The Administrator reminds in this point the steps to follow for those who wish to carry out any kind of modifications at their properties that changes in some way their facades. They first need to ask authorisation to the Community in writing explaining with detail the modification to be done, through the Committee or administration. They cannot do any work until receiving the permission from the Community and it is enterely up to owners to get the corresponding permission from the Town Hall and any Licences needed etc. The Community only informs about this.

-An owner complains that the fruit trees that were planted this year are already dead. The President agrees, he explains they already had in mind to replace them with another kind of plant that is more resistant.

-Owners are talking about the timetable of the sprinklers and the President says they will adjust this with the gardener.

-The President would like to mention a neighbour, Con Cunningham that passed away this year. Those present expressed their condolences.

-The date of the next AGM will be the first Saturday of February 2015, this is Saturday 7th of February 2015.

-The new code for the community gates is: **1876 (This code will be changed in April)**
If you enter the wrong code just press C and start again.

-Important note: this year in order to save costs the Minutes will be sent only by e-mail (for those owners who have e-mail), if you still need to receive it in paper, let us know, otherwise we will apply the automatic sending by e-mail only and this will mean savings for the community.

And with no further issues to discuss, the President closes the meeting being 13:15 hours at the same place as initially stated, and of its content, as Secretary-Administrator, I bear witness and sign with the approval of the President.

THE PRESIDENT
MR. LESLIE LANE

THE SECRETARY-ADMINISTRATOR
MRS. MARÍA JESÚS SEVILLA LIZÓN