

PINESTEAD REEF OWNER'S ASSOCIATION
2023 ANNUAL MEETING
Date: November 18, 2023

Present: President Mark Hawley, Vice President Karen Kehrwecker, Secretary Jennifer LaPointe, Treasurer John Beauchamp and Directors Mary Butcher, Bill Adams, Jane Carpenter, Tim Williams, and General Manager Gary Thaxton

Absent: Judy Herrick

I. Call to Order: Mark Hawley, President

President Hawley called the meeting to order at 11:00 a.m. at the Cambria Suites, Traverse City, Michigan. He welcomed the Owner's Association members in attendance and requested each current director introduce him/herself. President Hawley announced there were three open positions on the Board of Directors, with three incumbents running for those seats.

II. Proposal Discussion/Call for the Vote: Mark Hawley, President

President Hawley introduced Tom Maloney as the Inspector of the Election. He stated that a quorum had been attained for a valid election. He then called for any additional voting ballots.

III. Secretary's Report: Jennifer LaPointe, Secretary

Minutes of the 2022 Annual Owner's Association Meeting were previously distributed. Secretary LaPointe called for any additions, subtractions, or corrections. None were noted. **Motion was made by President Hawley to approve the minutes of the 2022 Owner's Association Annual Meeting as written. The motion was seconded and passed.**

IV. Treasurer's Report: John Beauchamp, Treasurer

John reviewed the Proposed Budget for 2024, and the 2023 financials through September including the Average Daily Rate and Occupancy numbers. **Motion was made by President Hawley to accept the Treasurer's Report as presented. The motion was seconded and passed.**

V. Building and Grounds Committee Report: Karen Kehrwecker, Committee Chair

Karen stated the rooms will start to see refurbishments including new furniture. The hot tub has required two separate repairs recently, and the HVAC system seems to be working better than previously.

VI. Manager's Report: Gary Thaxton, Manager

Manager Thaxton stated the VRF heating/cooling units have been a lot of trouble this past year. The installers made the first error which caused them to malfunction, and not having them work correctly has cost the resort a lot of business.

Some sprinkler heads from the fire suppression system have burst, causing repair and extra cleaning, but the increased safety of the resort owners and guests, and the discount on our insurance policy, is a plus.

There are six or seven new hotels opening in the Traverse City area. Road construction on US 31 will cause a lot of traffic congestion, but hopefully that will increase our resort occupancy because traveling toward downtown will be a hassle.

It has been tough getting employees, but we are still planning the room refurbishments this year. RCI has awarded us their Silver Crown designation again this year.

VII. Questions and Answers: Board of Directors and General Manager

President Hawley opened the floor for questions from the ownership:

Q – Is a new roof in the budget? **A – Manager Thaxton: We are aware of the upcoming expense, and right now the estimate is \$350,000.**

Q – We recommend marketing the resort to families. They would use the kitchens more than singles or couples. We also recommend a larger Vacancy sign. **A – Manager Thaxton: We can look into the marketing options, but a larger sign would need to be approved by East Bay Township.**

Q – We wanted to point out that RCI seems to give our resort more value for trades now. **A – Manager Thaxton: That makes sense since we have less owners who are RCI members (therefore offering less weeks) and northern Michigan is in high demand.**

Q – An owner made a request to change the king bed in Unit 135 back to two queen beds. Another owner stated they prefer the king bed.

Q – We recommend putting a maintenance request sheet in the rooms, so tasks can be listed and completed.

A – Manager Thaxton: Thank you for all your suggestions.

VIII. Election Results: Mark Hawley, President

Tom presented the election results to President Hawley. The elected candidates for the 2023/2024 year are John Beauchamp, Jane Carpenter, and Karen Kehrwecker.

X. Adjournment: Mark Hawley, President

Motion was made by Nick Herrick to adjourn the Annual Owner’s Association Meeting at 12:05 p.m. The motion was seconded and passed.

Respectfully submitted:

Attested:

Jennifer LaPointe, Secretary

Mark Hawley, President