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**MINUTES COMMITTEE MEETING OF THE
GENERAL COMMUNITY OF HACIENDA RIQUELME**

The meeting started at 9:30 am with the attendance of the following members of the Committee:

ATTENDEES:

Name	Post
Nigel Bradbury	Resort President
Larry Thatcher	Phase 1 President
Gordon Hutchinson	Phase 3 President
Rod Howarth (Skype)	Phase 4 President
Ron Locke	Phase 5A President
Vivian Church	Phase 5B President
Colin Archer	Phase 6 President
Hilary Quinlan (skype)	Phase 7 President
Isaac Abad	Resortalia
Pepa Pérez	Resortalia

AGENDA

1. Welcome to new Committee Members.
2. Tomillo 5 & IRM – agreement of the works to be done at the workers compound.
3. Minutes and matters arising from the last Committee Meeting.
4. Debtors
5. Gardens
6. Security
7. Future Budget Setting
8. Repainting
9. Maintenance of the equipment of the rubbish containers.
10. Owner Survey
11. AOB

AGREEMENTS

1. Welcome to the new Committee Members.

The Committee & Resortalia welcome the new Members of the Committee Larry Thatcher as Phase 1 President & Hilary Quinlan as Phase 7 President.

2. Tomillo 5 & IRM – agreement of the works to be done at the workers compound.

As the Committee has no further information on which to take a decision, this issue is postponed until Friday 4th October 2013 when a meeting has been arranged with IRM to see their proposals.

3. Minutes & matters arising.

Below is some information related to the outstanding issues from the last Committee meeting held the 9th July 2013.

- **Planning** - The document related to the new procedure is nearly finished. As soon as the definitive one is ready, it will be sent out to all the owners in HRGR.
- **Debtors** – Resortalia have been charged with responding to a range of ideas aimed at improving cash flow, facilitating community fee payments and making it financially advantageous for owners to ensure that community fees are paid on time.
- **Surveys** – Both the gardening and security contracts are due for renewal at the end of the year. It is intended to include performance targets in all future contracts. In order to get some base data for these contracts there is going to be a survey sent out to all the owners the week commencing **7th October 2013**. The email accompanying the survey will stress to all owners the importance of completing the survey in helping the committee improve the performance of the suppliers. It is also agreed to arrange the services of “Survey Monkey” for a year as there will be more surveys sent to the owners for separate subjects.

- **Hector** – Another burofax has been sent to Marta Granados requesting the removal of the different items outside of her property. In the event they do not comply with the request within 30 days, the unanimous decision of the committee is to initiate legal actions based on the breaches of the Statutes.

4. Debtors (Attached report from Resortalia)

The report produced by Resortalia detailing the current debt in Hacienda Riquelme is attached to the minutes.

A suggestion that had been made on our forum was to change the locks on the doors to the building so that debtors would not be able to gain access. The committee liked the idea of trying this but recognised that it was a building decision, no a committee one. One of the committee members said that he would consider trying it in his building. Those owners in debt to the Community will not be provided with a copy of the key unless they pay their fees.

5. Gardens

Many owners have commented on how the gardens have improved this year. A lot of dead foliage has been removed & STV have planted over 2,000 shrubs & flowers. These have been provided by STV as part of their contract as we do not have a fund for plants in the community budget. Oleanders & shrubs will be pruned once they've stopped flowering.

This week the high palms are being pruned around the pools & resort & in October the gardeners will weed all along the sports area as this has not been maintained by Polaris.

During the autumn STV will concentrate on the trees and a tree survey will be done to count & catalogue the trees.

Due to the fact that the current gardening contract with STV finishes the 31st December 2013, the tender process to arrange the new contract has already started by inviting 5 different companies which names are listed below.

- STV
- Ciscompany

- Pedro de Pedro
- Jose Jardinería
- Paydemar

A feasibility report by Bill Jones into different options for providing gardening services will be considered as an alternative to contracting with a gardening service provider.

6. Security

Due to the fact that the current contracts with Vigilant (vigilants) & Servilant (auxiliary at the security gate) finish the 31st December 2013, the tender process to arrange the new contracts has already started and the following 5 companies have been invited to the process.

- Vigilant & Servilant
- Salzillo Seguridad
- Grupo Sureste
- Magasegur
- Seycu Seguridad

A report was sent to all the Members of the Committee about the costs provided by the 5 companies and it was unanimously decided to have meetings with 3 of them to find out more about their background and their offers.

- Vigilant & Servilant
- Magasegur
- Seycu Seguridad

Also, and related to the current service from Vigilant & Servilant it is requested to the security company to include in the daily incident reports any issues related to the security system such as camera lights not working, movement sensors, etc. Another request for the company in charge of the maintenance of the security system, Vigilant, is to do more frequent testing of the camera lights to ensure that they are always working.

7. Future Budget Setting

It is agreed that Resortalia will prepare a draft of the 2014 budget of the General Community to be presented at the next Committee Meeting the 22nd October 2013.

Resortalia had circulated a cash flow forecast for the next 12 months which showed that despite the non-payment by PW, our financial management is sufficiently robust that we should not need to source additional funding throughout this period.

8. Repainting

It was agreed to check the interpretation of the Statutes, as the English version seen by the committee may not be the same as the Spanish one. All buildings other than Phase 2 are at a stage where work could be done if money was available. It was believed that many buildings only needed painting up to the sill about a metre from the ground. Decisions on this would have to be made by individual buildings.

9. Maintenance of the equipment of the rubbish containers.

After sending the report done by Resortalia with the 3 different offers, a few questions were raised by Ron Locke. The answer will be prepared and sent to all the members of the Committee so that a decision can be taken.

10. AOB

- Main Fountain – Date of disconnection facing the autumn and winter. It was agreed to disconnect it the 1st November 2013.
- Small Fountains – Is there a plan to get them connected at some point? It was explained that there is no plan to get them connected at the moment until the Community has some financial stability.
- Pool lights – Date of switching them off for the autumn and winter. It was agreed to disconnect them from 1st October 2013.
- Pool nets – Date of removing & storing them in a safe place facing the autumn and winter. It was agreed to remove them on the 1st October 2013.

- Actions lift shaft water proof in Laurel 1. As previously explained, the GC is going to pay for the trial to see which solution is better for waterproofing the lifts, however, the individual cases will have to be paid by the individual Sub-communities.
- Update on defects case. Attached to the minutes will be the report from Resortalia with the updated information about the defects court case.
- Repairs balcony Atlántico 100, 3^oB. After presenting several pictures of the bad stage of the pillars on the terrace in an apartment in Atlántico 100, and 3 different quotations to get it sorted, it was agreed to go ahead with the repairs. The information will be passed over to the judge and the work will be done by the company Minuto 2010, SL.
- Pool repairs – update on repair carried out earlier this year. The works carried out in May this year were not successful as the tiles very soon came off again It is likely that the only solution will be to drain the affected pools and carry out the remedial work. An investigation will be done into how the water can be removed from the pools to do the work and be replaced on completion of it.
- Golf Course Lakes: The capacity of all the lakes in the complex is of 160,000 cubic meters and IRM has to pay 1.50 € per cubic meter. It means an expense of 240.000 € if they want to keep all the lakes with a good level of water. IRM also advised that evaporation losses from the lakes amount to 15% of their capacity annually.
- Wristbands: LT asked for this item to be included on the AGM agenda

When the meeting finished, Ron Locke informed the committee that he was resigning as Phase 5A President, and therefore as a committee member. This will become effective once an EGM is called and a replacement elected. The Committee said how much they, and the Community, appreciated his efforts.

Next Committee Meetings: Tuesday 22nd October & Wednesday 20th November 2013 9:30 Spanish time