

**MINUTES OF THE THIRTY-NINTH ANNUAL GENERAL MEETING OF PACIFIC
VIEW RESORT NO. 2 LTD.**

HELD AT: ZOOM ONLINE PLATFORM

ON: 30th MAY, 2020 **AT:** 11.15AM

PRESENT: AS PER ATTENDANCE REGISTER

APOLOGIES: AS PER ATTENDANCE REGISTER

APOLOGIES FROM THE FLOOR: NIL

MINUTES OF THE THIRTY-NINTH ANNUAL GENERAL MEETING:

Moved by Ray Bricknell and seconded by Pam Martin that they be taken as read. Carried.

BUSINESS ARISING FROM THE MINUTES:

NIL

CHAIRMAN'S REPORT:

I present this report to the 39th AGM of Pacific View Resort Number 2 Ltd on behalf of the Board of Directors.

Finances:

Shareholders received a copy of the 2019 budget when levy notices were posted out. This year the levy will be \$700 (previous \$690). The audited accounts show a 2019 trading result of \$45,129 net loss (previous \$8,591 net profit). Cash and cash equivalents, which are predominantly the Sinking Fund is \$1,025,658 (previous \$1,096,563). Shareholders' net equity is now \$655,819 (previous \$700,948).

Major Maintenance:

An inspection of our property revealed that we had concrete cancer in various locations throughout the resort. Three companies were consulted to assess the level of concrete cancer and advise on their suggested course of action. The company chosen to carry out the works provide us with a staged approach which enabled us to immediately rectify the majority of the concrete cancer and provided us with a maintenance remedy to other areas which would be assessed on a regular basis. The rectification and remedy works have now been carried out. These works were carried out with little to no concern for guests staying at the resort during this period. We thank owners and guests for their understanding with works of this nature. Work such as this quite often requires owners to stay in alternative units for safety and noise reasons. The B and C Blocks required roof membranes to be reapplied. This work has now also been undertaken.

Defibrillator:

It was agreed that a defibrillator was required for our resort. This has been purchased and is situated in full view of the CCTV. Although thankfully, this has not yet been needed, it is reassuring for all owners and guests that we have this in place. Each of our office staff have both their first aid and CPR certifications.

WHS Committee:

It was agreed that a Workplace Health and Safety Committee be established. This committee meets regularly, and the meetings are beneficial.

Presentation by Auditor:

Our Board endeavours to keep abreast of industry regulations. Our Manager keeps us updated on a regular basis. A thorough understanding of our financials is vital, and as such, our Auditor, Stephen Shirley, gave us

a presentation of financial statement analysis. This provided the Board with a comprehensive overview of the audited financial accounts and the intricacies therein. Access to the 2019 Company Financial Report can be accessed at www.pacificview.com.au in the Member's Area.

Awards:

For the eleventh consecutive year, PVR was awarded the RCI Silver Crown Award and RCI Hospitality Award for 2019 which is an amazing achievement. We thank Fiona and her team for their tireless efforts. We are extremely proud of you all.

Unit 3A:

Last year owners were advised of the passing of Mr Brian Wiseman, the sole owner of Unit 3A. This ownership situation has implications for Pacific View, and the Board expressed interest in purchasing that unit if possible. At this point in time, there has been no movement on this issue; with Brian's family currently retaining ownership.

The Board:

In conformity with Article 68 of the Articles of Association, and being eligible, Messrs J Glover, GH Suhr, and K Durston offered themselves for re-election to the Board. As there were no other nominations, they are automatically elected. This year has been, and continues to be, challenging. I would like to take this opportunity to thank my fellow Board Members for their foresight, tenacity and exceptional commitment, during what continues to be a difficult year. Apart from scheduled meetings, we have had numerous electronic meetings, during which they have demonstrated determination to achieve the best long-term outcomes for our resort, our owners, our guests, and our staff.

As Chairman, it is my duty to report on the previous year, however under the circumstances, I wish to comment on the COVID-19 situation as it relates to our resort to this point in 2020.

As you are aware, Government travel restrictions forced the Board to make the decision to close the resort from 3 April 2020 until at least 22 May 2020. This decision was not taken lightly, and there were many electronic ZOOM Board meetings leading up to this decision. Of course, there will be a financial impact on the resort, but we continue to work very hard to minimise the impact for all owners and our staff.

Because we are in uncharted waters, we are endeavouring to do our best for our owners and to keep in mind the sustainability of our resort post-COVID-19. We are encouraging all owners to plan ahead even more so than in normal years. The exchange companies have changed their notice period for bankings and owners must bear in mind these strict conditions relating to how far in advance deposits of weeks need to be made.

RCI – 3 months notice DAE – 2 months notice Holiday Concepts – 2 months notice however Holiday Concepts are not accepting any bankings with dates prior to September 2020.

During these unprecedented times, the earlier weeks are banked, the more chance people have of not losing their weeks. We also do not know when state and international borders will re-open. For this reason we recommend for all owners to consider whether they will be allowed to travel to the resort for the remainder of 2020 and consider spacebanking of weeks to be a better option. Please contact your preferred exchange company to work through the best possible outcome.

Unfortunately, we cannot guarantee the outcomes that every owner requests, and we are grateful that most owners appreciate the position we are in, which is not of our making, and have tried to work with us. However, we must be guided by the rules and regulations of the Government. Owners are strongly advised to consider their options since this situation has the potential to be prolonged for a considerable time.

Social distancing rules and reduced workload for our office staff, resulted in our two part-time staff members understanding the need to stand down. Our Cleaning staff were also not required, and our groundsman continued to work on a needs-basis. Our Manager and her family remained our only staff members and they moved into the resort to ensure there was a presence while it was empty. We thank Fiona, Merv, and Lydia for this. Their loyalty, commitment, and sheer hard work are second to none and we are most grateful to them.

The closure of the resort had some positives. We carried out necessary maintenance to our pools and spa. This was a good opportunity, since the repairs and maintenance required, would otherwise have meant the closure of that area at a later time, resulting in substantial inconvenience to owners and guests.

This enforced isolation, also provided an opportunity for other maintenance and repairs both within the units and the outside areas of the resort. All members of the Rickards family have been extremely busy throughout this time, and we thank them for their ongoing support and hard work.

To Fiona, our Manager and Company Secretary, we owe a debt of gratitude. Her work is greatly appreciated by the PVR Directors.

That concludes my report.

I MOVE THAT THIS REPORT BE RECEIVED

Moved by Brenda Suhr seconded by Pam Martin

CARRIED.

BUSINESS ARISING FROM THE CHAIRMAN'S REPORT:

Nil

FINANCIAL REPORT:

Receive and adopt financial statements for the twelve month period ended 31st December 2019 together with the Director's and Auditor's Reports. Moved by Greg Suhr seconded by Ray Bricknell. CARRIED

BUSINESS ARISING FROM THE FINANCIAL REPORT:

Nil

REAFFIRMATION OF AUDITOR:

SPS Audit is reaffirmed as the company auditor for the year 2020.

ELECTION OF DIRECTORS:

Messrs J.W. Glover, A. Kerby and GH. Suhr retire from office and offer themselves for re-election. No further nominations were received. Messrs J.W. Glover, A. Kerby and GH. Suhr are automatically re-elected.

CARRIED.

GENERAL BUSINESS:

Nil

THERE BEING NO FURTHER BUSINESS the Meeting Closed at 11.56am