

**PACIFIC SHORES OWNER ENTERPRISES, LTD.
REGULAR BOARD OF DIRECTORS MEETING
PACIFIC SHORES RESORT & SPA
NANOOSE BAY, BC**

FRIDAY, OCTOBER 14, 2016; 5:30 P.M. (PDT)

MINUTES

I. CALL TO ORDER

Chair, Kate Britton, called the meeting to order at 5:34 p.m. (PDT) and established that there was a quorum. Ms. Britton welcomed the board members and guests and welcomed all to the meeting.

In Attendance:

Board of Directors

Kate Britton	Chair
Dave Hillmer	Vice Chair
Johann ‘Harry’ Felsing	Treasurer
Claus Flemming	Secretary
Stuart Allen	Director
Leonard Aylward	Director
Rick DeWolf	Director
Ken Chew	Director

Trading Places International Management – Canada, Inc. (TPIMC)

Joanne Hallert	Director of Resort Operations
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Resort Staff

Nikii Morrison	General Manager
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II. APPROVAL OF AGENDA

A motion was made by Stuart Allen and seconded by Leonard Aylward to approve the agenda with the following additions:

V.E. Spa Phone

VI.D. Ratification of Change to 2017 Budget

The motion was approved unanimously.

III. APPROVAL OF MINUTES

A. Finance Meeting Minutes of July 15, 2016

A motion was made by Harry Felsing and seconded by Leonard Aylward to accept the Finance Meeting Minutes of July 15, 2016.

The motion was approved unanimously.

B. Board Meeting Minutes of July 16, 2016

A motion was made by Leonard Aylward and seconded by Harry Felsing to accept the Board Meeting Minutes of July 16, 2016.

The motion was approved unanimously.

IV. REPORTS

A. Manager's Report

The manager's report was made available for the board to review.

B. Financial Report through August 2016

Harry Felsing presented the August 2016 financials for review.

A motion was made by Harry Felsing to receive the August 2016 financials.

The motion was approved.

C. Rental Report

The rental report was made available for review. The January – August gross revenue showed a year over year (YOY) increase of 49.1%; in room nights, YOY showed an increase of 39.0% and the average daily rental rate YOY had increased by 7.3%.

V. NEW BUSINESS

A. AGM Overview (Agenda)

The Agenda for the AGM the following day was reviewed.

B. Pacific Shores Appraisal

A motion was made by Leonard Aylward and seconded by Rick DeWolf to pay 1/3 of the Pacific Shores appraisal report that was commissioned by Transtide Investment Limited Partnership.

The motion was approved unanimously.

C. HOA Deeds

Stuart Allen reported that after discussion with the lawyer, it was determined that it was in PSOE's best interest to hold the deeds that the HOA had obtained in PSOE's name. This is what the Board had been doing to date.

D. Billing Inserts

The Board of Director's reviewed the billing inserts and Kate Britton shall provide an update for the cover letter that will be included in the mailing.

E. Spa Phone

The Spa phone number will remain in the PSOE PRI system. The Spa will pay their monthly phone bill directly to PSOE.

VI. OLD BUSINESS

A. Action Items – June 16, 2016

The Action Items from the previous meeting were reviewed and updated.

B. Owner Resale Website

The board discussed options for an owner resale addition to the existing website. TPI will create the new tab and owners will contact the front desk with their information for posting. The front desk will send monthly updates to TPI.

C. Refurbishment Committee Report

Claus Flemming and Kate Britton provided the AGM refurbishment presentation for the Board to review.

A motion was made by Claus Flemming and seconded by Rick DeWolf to approve the Elements Hospitality Proposal for Project Development in an amount not to exceed \$5,000US.

The motion was approved unanimously.

D. Ratification of Change to 2017 budget

A motion was made by Harry Felsing and seconded by Leonard Aylward to ratify the change to the PSOE 2017 Budget as was approved by email in September.

The motion was approved unanimously.

VII. COMMERCIAL CENTRE UPDATE

Stuart Allen provided an update on the commercial centre.

VIII. EXECUTIVE SESSION

The board convened to executive session at 7:19 p.m. (PDT).

The board re-convened to the regular meeting at 7:29 p.m. (PDT).

IX. ADJOURNMENT

A motion was made by Rick DeWolf and seconded by Claus Flemming to adjourn the meeting at 7:29 p.m. (PDT).

The motion was approve unanimously.