

**RIVERVIEW RESORT CONDOMINIUM TRUST
BOARD OF TRUSTEES MEETING MINUTES
Friday, April 3, 2009**

I. CALL TO ORDER/ROLL CALL

The meeting of the Board of Trustees was called to order by Dan Mardirosian at 10:15 a.m. The following persons were in attendance:

Board of Trustees:

Stuart Allen
Dan Mardirosian
Dan Gallagher

Absent: Roy Fraser and Jack Hellmann

Vacation Resorts International and Resort Staff:

Rich Muller, Sr. Vice President of Resort Operations/VRI
Michael McManus, Director of Resorts/VRI
Israel Soares, General Manager

Others: Ralph Browne, Advisory Member

The Board took a moment to honor the memory of Jack Hellmann who passed away unexpectedly in late November. Condolences were sent to his wife Judy and the family on behalf of the Board, VRI and resort staff.

II. APPROVAL OF AGENDA

MOTION: Dan Gallagher moved to approve the agenda as written. Motion was seconded by Daniel Mardirosian and approved unanimously.

III. APPROVAL OF PREVIOUS MEETING MINUTES (12/05/08)

MOTION: Dan Gallagher moved to approve the meeting minutes of December 5, 2008 as written. Motion was seconded by Daniel Mardirosian and approved unanimously.

IV. MANAGEMENT REPORTS

A. Resort Update

Israel Soares updated the Board on the following items:

Administrative:

- Jeff Philips created a new website www.theriverviewresort.com.
- Delinquent owners were contacted in an effort to collect 2009 maintenance fees.
- Owner files were organized.

Housekeeping:

- Cleaning staff worked at SeaWinds II during the shutdown period from January 3rd-16th at 100% cost to SeaWinds II.
- Cleaning staff were laid off during the Riverview shutdown period and returned to work on February 23, 2009.
- Stanly Steamer cleaned the common areas.

Maintenance:

- The hallways, ceilings, pool and spa surface areas were painted during the shutdown period.
- Cable was moved in room seven so guests could watch TV while in bed.
- A phone was installed in the owner's lounge for guest use.

The Board directed management to look into extending the lounge hours from 5:00 a.m. to midnight daily.

B. Financials

Rich Muller reviewed the year-end December 31, 2008 and month-end February 28, 2009 financial statements. Included in the review were the Cash Balances Report, Accounts Receivable Summary, Balance Sheet, Comparative Income Statement, and Cash Flow Analysis.

Rich stated that the resort ended the year with a slight gain on net income of \$5,072.

The Board directed management to review the gas bills and search for ways to cut energy costs. The Board also directed management to lower the water temperature in the pool to 80 degrees and the air temperature to 82 degrees. Hot water tanks are to be set at a maximum of 110 degrees. Management is also to begin charging \$1 per each guest laundry machines.

Michael McManus recommended that the signers on the bank accounts be updated.

MOTION: Daniel Mardirosian moved to replace Rich Uccello with Jonathan DelNegro and Ted Schuster with Dan Gallagher on reserve and operating bank accounts. Motion was seconded by Stu Allen and approved unanimously.

MOTION: Daniel Mardirosian moved to accept the December 31, 2008 and February 28, 2009 financial statements as presented. Motion was seconded by Dan Gallagher and approved unanimously.

V. NEW BUSINESS

A. Board Member

Daniel Mardirosian proposed reviewing Board members obligations with Ralph Browne at the next Board meeting that he is able to attend in an effort to confirm his availability to fill the open seat on the Board.

B. Appoint Officer/ Secretary

MOTION: Dan Gallagher moved to appoint Stu Allen as Secretary. Motion was seconded by Daniel Mardirosian and approved unanimously.

C. Conserve Energy / Solar Power

Dan Gallagher reported that he is actively seeking out alternative ways to conserve on energy costs and stated that he contacted AT&T to inquire about the possibility of leasing cellular tower space at Riverview Resort but was unsuccessful in his inquiries. Dan mentioned he would continue to work with Michael McManus to seek energy credit programs to help cut energy costs and promote the resort as a green business.

Michael McManus reported that he contacted the Town of Yarmouth Zoning Board to see if any parties have been looking for a site in Yarmouth to build a cell tower. Michael asked the Town to provide his contact information to any such entrepreneurs that apply for a permit, in the hopes to work out a program where Riverview utilizes the light house in an effort to conserve energy and go green.

D. Owner Requests

Nothing at this time.

E. 2009 Reserve Items

Michael McManus distributed and reviewed an updated seven year reserve cash flow analysis which outlined anticipated costs and available funding for future projects. The Board discussed the reserve projects for 2010 and the projected reserve cash shortfall in 2012. No action was taken.

Michael McManus stated that two couches were replaced in March and seven studio units were recarpeted as directed by the Board at the December meeting.

The Board directed management to reconfigure the studio rooms as proposed.

F. Property Insurance

Michael McManus reviewed a letter dated March 16, 2009 from Stacy Shilling outlining the insurance renewal proposal from Armstrong Company where Riverview's total increase for April 1, 2009-April 1, 2010 insurance premiums is \$640. *Noted the deductible has increased from \$2,500 to \$5,000 per incident.

The Board discussed obtaining optional flood insurance and directed management to obtain a quote for and review at the next Board Meeting.

MOTION: Daniel Mardirosian moved to accept the insurance proposal as presented by Armstrong Company. Motion was seconded by Dan Gallagher and approved unanimously.

G. Health Benefits

Michael McManus distributed a report outlining the comparison of health insurance benefits and costs difference between 2008 and 2009. The employees proposed changing their prescription plan for 2009 to reduce expenses on the overall premiums.

Michael reviewed health insurance proposals received from Pike Insurance which indicated that the average premium increase for the New England area was 12%. However, with the combined effort from the employees and management the proposed revised plan for 2009 would minimize the premiums increase to 5%.

MOTION: Stu Allen moved to accept the 2009 health benefit proposal as presented at a total premium cost of \$433.47 per single employee per month. Motion was seconded by Dan Gallagher and approved unanimously.

VI. OLD BUSINESS

A. Sales / RCI Point Values

Rich Muller reviewed the sales program previously approved by the Board explaining that complications that have developed in Land Court. Rich recommended that the Board reinstate the efforts to regain title from severely delinquent accounts and deposit them into the Trust account. Therefore we have to reinstitute the title recovery program previously approved by the Board.

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Michael McManus distributed a revised RCI Point Value Grid that was submitted by RCI Representative, Ryan Patberg. With the major improvements at Riverview in conjunction with the increased Comment Cards scores, RCI is offering a 12% increase in point values

VII. OTHER

A. Open Discussion

Nothing at this time.

B. Next Meeting Date

The next meeting is to be determined. VRI will email proposed dates, poll the Board and report back on the location, date, and time.

VIII. ADJOURNMENT

MOTION: There being no further business, Dan Gallagher moved to adjourn the meeting at 12:26 p.m. Motion was seconded by Dan Mardirosian and approved unanimously.

Stuart Allen, Secretary

MJM/jmf

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