

Meeting of the Board of Directors of the Neptune House Owners Association

December 4, 2015

The Board of Directors (the "Board") of the Neptune House Owners Association (the "Association") met telephonically by conference call at 7:30 a.m. on Friday, December 4, 2015. All members (Phil Totino, Mark Morrisette and Wayne Rioux) were in attendance. Also in attendance was Association Secretary Chris Lindgren.

Administrative Items

Upon motions duly made and seconded, the Board unanimously approved the minutes of its meetings on November 20, 2015 and November 22, 2015, which had been circulated in advance to the Board members.

Financial Management

President Phil Totino reported that 2016 maintenance fee bills and accompanying materials had been mailed to owners at the beginning of the week. He also reported on the status of payments of the October Special Assessment, indicating that 233 shares, representing 35% of those shares projected to pay, had to date not paid their Special Assessment. The Board noted that Office Manager Samantha Disotell was following up by phone with those owners who had not paid their Special Assessment, and indicated that second and third notices for the 2016 maintenance fee bills will also reference any unpaid Special Assessments.

Resort Management

Phil updated the Board on the status of the winter close down of the buildings. The Board discussed possible arrangements for coverage during Samantha's scheduled vacation from January 12 to February 4.

Regarding discussions of a possible arrangement with Vacation Resorts International (VRI) to provide property management services to the Neptune House, Phil indicated that VRI is to send a contract proposal in the next few days to the Board for its review. The Board agreed to meet telephonically at 7:30 on the morning of December 9 to discuss that proposal, prior to a meeting to be held with VRI representatives on December 10.

Legal Matters

Phil and Association Secretary Chris Lindgren reported on their meetings with Richard Sayer and Christopher McNally of the Sayer, Regan and Thayer firm, which firm has acted as counsel for three Newport timeshares (Wellington, Newport Onshore and the Inn at Long Wharf).

Chris then reviewed the three firms that he and Phil had interviewed over the last few weeks: Goodman, Shapiro & Lombardi in Lincoln, Rodio & Brown in Cranston, and Sayer, Regan and Thayer in Newport, indicating that all three firms had property law and collection experience, and that both Rodio & Brown and Sayer, Regan and Thayer also had extensive timeshare experience. He reported that, on a fee per hour basis, Sayer, Regan and Thayer would be slightly less expensive than Rodio & Brown, and – as it was a larger firm – offered greater backup than Steve Rodio of Rodio & Brown. Phil indicated, based on his

meeting with Richard Sayer and Chris McNally, his recommendation that the Sayer, Regan and Thayer firm be engaged to provide legal services to the Association. After discussion, upon motion made and duly seconded, the Board unanimously approved the appointment of Sayer, Regan and Thayer as counsel to the Association, effective immediately, and authorized Phil to take appropriate steps to engage that firm.

Chris indicated that Richard Sayer would be asked to review the Association's form of quitclaim deed, and reported on his review of the Association's status as unincorporated.

Following the above discussion, there being no further business, the meeting was adjourned.

Respectively submitted

Chris Lindgren, Secretary