

Condominio Villas Embarc Zihuatanejo, A.C.
Board Meeting - September 9, 2025

Call to Order, Determine Quorum and Appoint Recording Secretary

The meeting was held via video teleconference. Board members in attendance were Dolores Heisinger, Scot Hein, Alex Canales, Marc Neu and Jorge Irra. Attending from the management company were Jae Chung, Edgar Rodriguez, Johnattan Tello, Andrea Bertuccini, Eric Paine, Pamela Bello, Francisco Gonzalez, Alexandra Gomez and Christine Riddle.

Ms. Heisinger called the meeting to order at 3:02 p.m. ET. All of the board members were present; therefore, a quorum was established. Ms. Heisinger appointed Ms. Riddle as recording secretary for the purpose of recording the meeting minutes.

Approval of Agenda

Mr. Hein made a motion to approve the agenda as presented. Seconded, **Motion** carried.

Approval of Minutes

The minutes from the November 7, 2024 board meeting were presented to the board for their review. Mr. Hein made a motion to approve the November 7, 2024 board meeting minutes as presented. Seconded, **Motion** carried.

Unfinished Business

Action Items

The following action items were discussed:

- Continue to investigate the options for new artwork while ensuring to keep the look and feel of the resort location
 - Ms. Riddle stated the artwork was selected with the approval of the board and the new artwork has been installed in the four (4) fractioned units.
- Continue to investigate the functionality and costs of purchasing Rokus/Firesticks
 - Ms. Riddle stated Rokus have been placed in the four (4) fractioned units and the resort has received positive feedback on them.
- Look into options to include a reminder to owners, possibly in the billing letter, regarding the need to update their KYC forms if they have had any life changes since last filing the form
 - Ms. Riddle stated this is in progress and a reminder will be added to the annual billing notice that goes out later this year.
- Follow up on the placement of the new TVs pending further feedback from the owners and board members
 - Ms. Riddle stated this has been completed and the new televisions have been installed in all Villas.
- Circulate the revised 2025 operating and reserve budget to the board via email for review and finalize via Unanimous Written Consent
 - Ms. Riddle stated this was completed shortly following the November 7, 2024 board meeting.
- Provide any necessary updates on HGV's interest to acquire a single Villas unit
 - Ms. Riddle stated there is still not interest at this time from HGV to acquire any remaining interests at the Villas.

Financial Report

YE Financial Audit

Mr. Rodriguez stated that he has reviewed the 2024 draft audit completed by the new audit firm, BT CDMX, S.C. and read from the opinion letter which stated that the financial statements present fairly, in all material respects, the financial position of Condominio Villas Embarc Zihuatanejo, A.C., as of December 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Mexican Financial Reporting Standards (MFRS). Mr. Rodriguez stated that this represents an unmodified or clean opinion of the association's financials.

Mr. Hein made a motion to approve the 2024 Financial Audit. Seconded, **Motion** carried.

YTD Financials

Mr. Rodriguez presented the 2025 unaudited, year-to-date financial statement as of July 31, 2025. He was happy to report the period ended with an unaudited surplus of \$900,637 MXN. Mr. Rodriguez reviewed the variances to budget.

Operations Overview

Mr. Gonzalez provided a brief resort update. He stated the team is currently working on the second round of preventative maintenance and deep cleans in the units. Mr. Gonzalez provided an update on recent capital reserve projects, such as the installation of the new artwork and the roof work on Buildings 205 and 301. Mr. Irra was proud to share the resort recently received the 2025 Q2 Make It Right Award.

New Business

Next Meeting Date

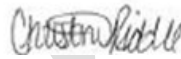
Ms. Heisinger stated the next board meeting was scheduled for November 4, 2025 at 12:00 p.m. ET. She also reviewed the 2026 meeting schedule, a copy of which was included in the board packet. The board briefly discussed possible locations to hold the 2026 Annual General Meeting.

Action Item Review

- Continue to provide any necessary updates on HGV's interest to acquire a single Villas unit
- Confirm the Villas at Z level of insurance coverage - Is it the same, more, or less than before? Do they fall under the larger Hilton Worldwide umbrella?

Adjourn

There being no further business, Mr. Hein made a motion to adjourn the meeting. Seconded, **Motion** carried to adjourn the meeting at 3:32 p.m. ET.



Christine Riddle, Recording Secretary