

**ASSOCIATION OF APARTMENT OWNERS OF  
KAI MAKANI BEACH VILLAS  
BOARD OF DIRECTORS MEETING**

**Thursday, August 27, 2015**

**DIRECTORS PRESENT:** Jerry Sullivan, President; Rod Kessler, Treasurer; Donald Chaikin, Secretary; Ken Doolin, Director.

**OWNERS PRESENT:** Peggy and Garry Williams, 44-201; Brian Hill, 34-102; Leonela and Eddie Santiago, 38-203; Alex and Joan Cuevos, 24-201; Marilyn Doolin, 30-202; Laurie Calder and Doug Callihan, 42-103; Nina Hart, 10-202.

**OTHERS PRESENT:** Penny Munroe, Hawaiiana Management Executive; Ryan Tefft, Site Manager.

**CALL TO ORDER:**

The Board of Directors Meeting was called to order at 4:01 p.m.

**MEETING NOTICE:**

Proof of Meeting notice was posted per the statutes on August 19, 2015.

**OWNERS FORUM:**

1. On behalf of Owner Rick Steele, Mr. Tefft relayed a request for the Board to consider purchasing a defibrillator for the fitness center. President Sullivan stated that the Board previously discussed this item and decided against a purchase due to potential liability for the Association. The Board requested Ms. Munroe to further research this item.
2. Peggy Williams, 44-201, suggested improvements to the web site. President Sullivan stated that Mr. Tefft is now responsible for keeping information on the web site up-to-date. She further noted that the web site will not have a forum; in its' place, a Face Book page has been established for the Association.
3. Marilyn Doolin, 30-202, requested an update on the open position on the Board. President Sullivan stated that the Board is in contact with two (2) owners who have expressed an interest to serve on the Board.
4. Brian Hill, 34-102, expressed an interest in serving on the Board. President Sullivan requested that he send a bio to the Board.

**APPROVAL OF PREVIOUS MEETING MINUTES:**

**Motion:** *To approve the Annual meeting minutes dated February 7, 2015 as to form and content, as presented. (Kessler/Doolin)*

**CARRIED** unanimously.

**Motion:** *To approve the Board of Directors Organizational meeting minutes dated February 13, 2015, as amended. (Kessler/Chaikin)*

**CARRIED** unanimously.

**Motion:** *To approve the Board of Directors meeting minutes dated June 12, 2015, as amended. (Kessler/Chaikin)*

**CARRIED** unanimously.

**Motion:** *To approve the Board of Directors meeting minutes dated June 18, 2015, as amended. (Kessler/Doolin)*

**CARRIED** unanimously.

#### **PRESIDENT'S REPORT:**

President Sullivan presented her report. She highlighted the following items:

- Introduction of Penny Munroe as new Property Manager from Hawaiiana Management.
- All owners will be requested to provide an email address in an effort to improve communication and to reduce expense of mailings.
- Potluck on Saturday at 6:00 p.m.
- One (1) new commercial-grade barbecue grill has been installed.
- Potted flowers have been installed in the pool area.

#### **TREASURER'S REPORT:**

Treasurer Kessler reported on the June 30 2015/Year-to-date financials as follows:

- Reserves Account, \$147,516
- Petty Cash, \$500
- Operating Account, \$29,421
- Security Deposits, (\$1,564)
- Total Funds, \$175,873

#### **SITE MANAGER'S REPORT:**

Site Manager Ryan Tefft presented his report. He highlighted completed projects including new doors for the fitness center and office; and repair of the fence. Ongoing/upcoming projects include dryer vent cleaning; installation of parking lot lights in the first week of October; and re-strapping of chairs.

#### **OLD BUSINESS:**

##### **Storage Building Roofs**

Mr. Tefft will provide the two (2) estimates received to the Board for review.

### Storage Racks

Mr. Doolin continues to gather signatures.

### Social Committee Requests

President Sullivan stated that the Social Committee requests were tabled. She clarified that any scheduled event organized by the Committee that involves use of the property and the Site Manager's time requires the Board's approval.

The Social Committee requested to be disbanded.

### Draft House Rules

**Motion:** *To approve the revised House Rules pending final review by legal counsel. (Chaikin/Kessler)*

**CARRIED** unanimously.

Once approved by legal counsel, the House Rules will be distributed to the ownership.

### **NEW BUSINESS:**

#### Fitness Center and Office AC Proposal

**Motion:** *To approve the proposal from Joe Montiero to install a split system in the office and the fitness center including electrical hookups at a cost not to exceed \$6,500. (Kessler/Chaikin)*

**CARRIED** unanimously.

President Sullivan stated that the screen doors at the fitness center have been damaged due to persons walking into the screens. The Association will repair. Moving forward, any owner who causes damage to the screens is responsible for the repair.

#### Debit Card for Site Manager

**Motion:** *To authorize a debit card for the Site Manager plus one (1) card in the name of a Board Director, with a total limit of \$2,500. (Kessler/Chaikin)*

**CARRIED** unanimously.

#### Emergency Contact Information

Mr. Tefft will post emergency contact information on the bulletin board.

### **DATE OF NEXT MEETING:**

The next Board of Directors Meeting is scheduled for October 15, 2015.

**RECESS TO EXECUTIVE SESSION:**

The meeting was recessed to Executive Session at 5:10 p.m. to discuss legal matters and any other contract negotiations that may be required. The open session of the meeting was reconvened at 6:25 p.m.

**RESULTS OF EXECUTIVE SESSION:**

A letter will be sent to the owners of 40-101 acknowledging their recent correspondences. The letter will come from the Board.

**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 6:26 p.m.

Respectfully submitted,  
Enza Froio  
***Aloha Office Services***  
Transcriptionist

Approved for distribution by the Board of Directors

\*These minutes were transcribed from audio recording as the Transcriptionist was not present at the meeting.