

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

Thursday, June 2, 2016

DIRECTORS PRESENT: Rod Kessler, President Ken Travers, Secretary; Ken Doolin, Treasurer; Donald Chaikin, Director (via teleconference).

DIRECTORS ABSENT: Alex Cuevas, Director.

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

OWNERS PRESENT: Bob Harris, 42-202; Marilyn Doolin, 30-202; Doug Callihan and Laurie Calder, 42-103; Gordon Baldwin, 40-202; Jeff and Silvia Francis, 12-201.

CALL TO ORDER:

President Kessler called the meeting to order at 2:00 p.m.

MEETING NOTICE:

Proof of Meeting notice was posted on property and emailed to all Directors on May 27, 2016.

APPROVAL OF PREVIOUS MEETING MINUTES:

The minutes dated April 28, 2016 were not available.

TREASURER'S REPORT:

The financials for the period ending April 30, 2016 were reviewed.

SITE MANAGER'S REPORT:

Site Manager Ryan Tefft presented his report. He reviewed projects including the following:

- Completed landscaping around the pool, including new irrigation.
- Sandwich Isle (new pest control company) has completed the first quarterly inspection. An email regarding the procedure for inspections will be sent to owners.
- Completing paperwork to ensure that MECO will allow solar for the common area.
- Obtaining bids for exterior painting with a submission deadline of June 15th.
- Worked with Mr. Doolin to eliminate door closure issues at the trash enclosures.
- The spa drain will be done every other month during summer months.
- Two (2) LED pool lights on the North side of property are burnt out; obtaining quotes for repair. Additionally, Mr. Tefft will research this issue with MECO.
- Received estimates to switch out the locks with an electrical lock.
- Parking lot lights have arrived on Maui; scheduled to commence installation next Tuesday.
- Clean up underneath stairwells has commenced and is in process.

OLD BUSINESS:

Painting Quotes

Mr. Tefft has requested contractors to submit quotes by June 15, 2016.

Defibrillator

Mr. Doolin shared his research findings as to how a defibrillator has been handled at neighboring properties. The Board agreed to conduct further research and to place this item on the agenda of the next meeting.

Parking Lot Lights Project

As discussed in the Site Manager's Report.

2014-2015 Electrical Reimbursements

Ms. Munroe reported that the checks will be issued shortly. This item will be removed from the agenda.

Additionally, the Board agreed to determine a permanent solution to this issue. Mr. Tefft will further research net metering for the common areas and provide bids for the Board's review. Mr. Doolin will determine which sensors are not working in order for an electrician to inspect.

Maintenance Project Schedule

Mr. Tefft provided a first draft schedule for review.

Guidelines for Upstairs Unit Hard Flooring Installation

Mr. Travers provided criteria using decibels for the Board's review.

Motion:

To revise the House Rules with the addition regarding the upstairs unit hard flooring installation as presented and emailed on April 28th; and to send to homeowners. (Travers/Doolin)

Motion **CARRIED**.

In Favor: Travers, Doolin

Abstained: Chaikin

Mr. Travers will modify the existing alteration form to be specific for flooring and insert the appropriate language in the House Rules.

Voting of Board President

Ms. Munroe noted that according to Roberts Rules of Order, the Board President only votes on a motion in the event of a tie. Mr. Chaikin stated his belief that for Board of Directors with less than seven (7) members, the Board President is allowed to make a motion and vote (even when not a tie); and that an affirmative vote of three (3) members is required to pass a motion. Ms. Munroe was requested to investigate this matter and upon further research, it was determined that the Board President may make a motion and vote (even when not a tie).

President Kessler expressed his support of the motion to revise the House Rules regarding the upstairs unit hard flooring installation.

Grounds Maintenance

Mr. Tefft continues to work with KK Services. Improvements have been made and positive comments received.

Gutters and Bird Blocks

Mr. Tefft reported that this project is ongoing. This item will be reflected in the Manager's Report.

Double Deeded Storage Units

Mr. Travers reported that the four (4) affected owners were informed. One (1) owner was agreeable to the present location; and one (1) owner requested a change and has made a verbal agreement with the individual who is currently using his deeded spot. Such changes are reflected on the master spreadsheet.

Declaration Amendment re: Kayak Racks

Motion: *To authorize the construction of kayak storage on the common area behind the lower shed as a non-material change of common space.
(Doolin/Travers)*

Motion **CARRIED.**

In Favor: Doolin, Travers, Kessler

Opposed: Chaikin

Mr. Doolin will provide a proposed layout plan for the Board's review.

Triple S Window/Frame Replacement Status

Ms. Munroe stated that the contractor has not been responsive. Mr. Tefft will follow up with the contractor in order to obtain a status on the matter from the manufacturer.

NEW BUSINESS:

Gate Lock Proposals

The Board requested Mr. Tefft to provide two (2) to three (3) estimates for a FOB system.

OWNER'S FORUM:

An Owner requested clarification on the rules regarding children's motorized bicycles being used on property. Mr. Tefft will research.

RECESS TO EXECUTIVE SESSION:

The meeting was recessed to Executive Session at 4:04 p.m. to discuss legal matters.
Regular session was resumed at 4:20 p.m.

DATE OF NEXT MEETING:

The next Board of Directors Meeting is scheduled for August 11, 2016.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 4:20 p.m.

Respectfully submitted,
Enza Froio
Aloha Office Services
Transcriptionist*

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

APPROVED