

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

Wednesday, December 16, 2015

DIRECTORS PRESENT: Donald Chaikin, Secretary; Rod Kessler, Treasurer; Ken Doolin, Ken Travers, Directors.

OTHERS PRESENT: Penny Munroe (Management Executive), Doug Lefler (Interim Director), Kathy Wong (Senior Management Executive), Hawaiiana Management Executive; Ryan Tefft, Site Manager.

OWNERS PRESENT: Brian Hill, 34-102; Joan and Mark Cuevas, 24-201; Marilyn Doolin, 30-202; Douglas Callihan, 42-103; Nina Hart, 10-202; Bob Harris, 42-202; David Lovejoy, 14-103; Gordon Baldwin, 40-202; Jerry Sullivan, 20-202; Natalie and Rich Beal, 10-101.

CALL TO ORDER:

Secretary Chaikin called the meeting to order at 4:30 p.m.

MEETING NOTICE:

Proof of Meeting notice was posted on property and emailed to all Directors on December 9, 2015.

RESIGNATION OF DIRECTOR:

The Board acknowledged the resignation of Jerry Sullivan from the Board of Directors.

APPOINTMENT OF DIRECTOR(S):

The Board appointed Ken Travers as a Director effective October 30, 2015 to fill the vacancy created by the resignation of Carol Allen.

Per the Bylaws, Section 4.18, the Board has the ability to appoint an individual to the one (1) open position created by the resignation of Jerry Sullivan; however since there are no Board meetings until the Annual Meeting on February 13, 2016, and the appointment would need to be re-elected at that Annual Meeting, the Board has agreed to keep the position vacant until the Annual Meeting.

REORGANIZATION OF THE BOARD:

Motion: *To nominate Rod Kessler as President. (Chaikin/Doolin)*

CARRIED unanimously.

Motion: *To nominate Ken Doolin as Treasurer. (Chaikin/Kessler)*

CARRIED unanimously.

APPROVAL OF PREVIOUS MEETING MINUTES:

Motion: *To approve the Board of Directors meeting minutes dated October 30, 2015, as presented. (Chaikin/Travers)*

CARRIED unanimously.

RATIFY PREVIOUS BOARD ACTIONS:

Motion: *To ratify the approval of the line drawing for the PV system in the common area at a cost not to exceed \$3,500. (Kessler/Chaikin)*

CARRIED unanimously.

Motion: *To ratify the approval of installation of bird block vent covers by Triple S Construction on a time and materials basis. (Travers/Chaikin)*

CARRIED unanimously.

Motion: *To ratify the approval of the proposal from Triple S Construction to repair door trim and transits for 14 units at a cost not to exceed \$400 for upstairs units and \$550 for ground floor units. (Doolin/Travers)*

CARRIED unanimously.

PRESIDENT'S REPORT:

President Kessler acknowledged Jerry Sullivan for her services as former President of the Board of Directors.

FINANCIAL REPORT:

Ms. Munroe reviewed the Association's financials for the period ending November 30, 2015. Operating expenses are \$6,900 under budget for the month and almost \$35,000 under budget year-to-date. However Reserve expenditures are \$8,200 for the month and \$74,500 year-to-date resulting in a shortfall as of November 30, 2015. Major Reserve expenditures were reviewed as follows: Parking Lot Light Fixtures (\$48,000 to date, partially paid); Doors (\$13,500); and Office A/C (\$7,000). The Reserve balance is \$155,951 and the Operating account balance is \$3,234. The amount of \$9,046.76 was transferred out of Reserves to Operating.

Oceanic Time Warner has notified the Association that rates are increasing by \$1 per outlet.

SITE MANAGER'S REPORT:

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

- Delivery of parking lot lights is expected by December 29th with installation in January 2016.
- Completed winter adjustments on lights. Pool heaters have been turned on.
- Front door trims.
- Security cameras installed by the storage units. Ken Doolin was acknowledged for his efforts.
- Working on irrigation issues.
- Fertilization and weeding of grass continues.

OLD BUSINESS:

Storage Building Roofs

This item was tabled to the next meeting.

NEW BUSINESS:

There is none.

OWNER CORRESPONDENCE:

42-103 Storage Locker Issue

Mr. Tefft stated that there are two (2) units in Building 42 that are deeded to the same storage locker. The Board tasked Mr. Tefft to acquire all 112 original deeds by mid-January 2016 in order to identify which locker was not assigned to a legal owner. The Board will then draft a letter to the escrow company requesting adjustment. Board members will assist Mr. Tefft as needed.

42-103 October 15, 2015 Minutes

Douglas Callihan, 42-103, stated that he addressed the Board regarding the storage locker issue at the October 15, 2015 meeting and requested the minutes be amended to reflect this. Ms. Munroe explained that minutes are a reflection of action items and that there was no action taken on the issue at the October 15, 2015 meeting.

Mr. Callihan agreed that there is no need to amend the October 15, 2015 meeting minutes as the minutes of this meeting will reflect the storage locker issue.

DATE OF NEXT MEETING:

The Annual Meeting is scheduled for February 13, 2016 at 9:00 a.m. An Organizational Board of Directors Meeting will immediately follow.

ACKNOWLEDGEMENT:

The Board acknowledged Jerry Sullivan for her contribution as former President of the Board of Directors, noting that she was proactive and assisted with many accomplishments. Ms. Sullivan received a round of applause.

RECESS TO EXECUTIVE SESSION:

The meeting was recessed to Executive Session at 5:23 p.m. to discuss legal matters. The open session of the meeting was reconvened at 6:43 p.m.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 6:44 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