

**ASSOCIATION OF APARTMENT OWNERS OF
KAI MAKANI BEACH VILLAS
BOARD OF DIRECTORS MEETING
Thursday, October 13, 2016**

DIRECTORS PRESENT: Rod Kessler, President; Ken Travers, Secretary; Ken Doolin, Treasurer; Nina Hart, Director.

DIRECTORS ABSENT: Donald Chaikin, Director.

OTHERS PRESENT: Penny Munroe (part of the meeting) and Janice Eisler, Hawaiiana Management; Ryan Tefft, Site Manager.

OWNERS PRESENT: Bob and Betty Taggart, 46-201; Marilyn Hoover, 30-202; Doug Callihan, 42-103, Christine Warner, 43-103, Bob Harris, 42-202; and Lauren Calder 42-103.

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 October 11, 2016.

RATIFICATION OF BOARD ACTIONS:

Pigeon Removal/Relocation

Motion: *To ratify approval of the proposal from Scott Matsui to perform the work at a cost of \$1,475.00 plus General Excise Tax. (Travers/)*

CARRIED unanimously.

APPROVAL OF PREVIOUS MEETING MINUTES:

Motion: *To approve the minutes dated April 28, 2016 as presented; and the minutes dated August 11, 2016 as presented. (Travers/)*

Motion **CARRIED**.
Abstained: Hart

PRESIDENT'S REPORT:

President Kessler reviewed the process for an owner to be a candidate for election to the Board of Directors. The Annual Meeting will be held on February 4, 2017. Ms. Eisler explained that a Notice of Intent is posted on property 60 days prior to the Annual Meeting and indicates that those owners intending to be a candidate have seven (7) days to submit a bio to the managing agent. Bios received will be included in the mailing sent to the membership 30 days prior to the Annual Meeting.

TREASURER'S REPORT:

The financials for the period ending August 31, 2016 were reviewed as follows:

- Total Reserves: \$368,979.56

- Petty cash: \$500
- Operations in Checking: \$16,239.44
- Security deposits, \$2,044
- Total available Cash and Deposits: \$383,675.00

President Kessler verified that capital expenditures from Reserves for 2016 have largely gone untapped, and the projects not scheduled because they are impacted by the suit that the AOA Board has initiated against the builder in an attempt to save money for the owners. The Board is working with attorneys to hold developers accountable for certain items.

The Board discussed the proposed 2017 Operations and Reserve Budget, which reflects a 5.15% increase in monthly dues.

Motion: *To approve the 2017 Budget and Reserve as presented. (Hart/)*

Motion **CARRIED.**

In Favor: Doolin, Hart, Kessler

Opposed: Travers

Ms. Munroe was excused from the meeting at 3:31 p.m.

SITE MANAGER'S REPORT:

Site Manager Ryan Tefft presented his report. The following items were discussed:

- Parking lot light project: The attorney for Towne & Country Electric has indicated that monies paid by the Association will be refunded. Lights have not been ordered. Bids and recommendations are being obtained from alternate vendors.
- Stairwell and Front of Building Lights: Three (3) electricians have provided bids using different solutions, making it difficult to perform a comparable analysis. Mr. Tefft recommends hiring an electrical engineer to write project specifications for bid.

Motion: *To approve an expenditure of \$8,800 to hire an electrical engineer to write specifications and recommendations for the stairwell and front of building lights. (Travers/)*

Motion **CARRIED.**

Opposed: Doolin

- Triple S Window/Frame Replacement Status: Installation will occur in about four (4) to six (6) weeks.
- Gate Lock Proposals: The Board directed Mr. Tefft to further research the FOB system option with a five (5) year warranty.
- Unidentified bikes have been removed from the bike rack.
- Solar Panels: A proposal is anticipated in about four (4) to six (6) weeks.
- Fitness Center Flooring: Abbey Carpeting provided a bid for \$8,000 for 250 square feet of interlocking, waterproof flooring for the fitness center. Mr. Tefft has identified a licensed and insured contractor/friend who will complete the installation at a significant savings. Mr. Tefft will purchase the material at Home Depot.

Motion: *To approve an expenditure of \$3,307 for the fitness center flooring (material bought and installed). (Travers/)*

CARRIED unanimously.

RECESS TO EXECUTIVE SESSION:

The meeting was recessed to Executive Session at 3:57 p.m. to discuss legal matters and reconvened at 4:30 p.m.

OLD BUSINESS:

Defibrillator

Mr. Doolin reported that the preferred defibrillator is a cost of \$1,199 on Amazon.

Motion: *To proceed with the purchase of a defibrillator (Phillips Onsite Business Package) as discussed. (Travers/)*

CARRIED unanimously.

This item should be categorized as a Reserve expense.

Kayak Rack Layout Plan

Mr. Doolin reported that the first kayak rack is complete and the second is in process. He will determine how many owners are interested in using the rack. The Board will discuss and finalize guidelines at the next meeting.

Bird Blocks

Motion: *To replace all of the bird blocks on Unit 43. (Travers/)*

CARRIED unanimously.

The Board directed Mr. Tefft to complete the project per his discretion (by hiring a contractor, completing in-house, and/or a combination of the two methods).

NEW BUSINESS:

Irrigation Pipe Expenditure – UgMo Proposal

Implementation of an UgMo system is expected to result in significant water savings.

Motion: *To proceed with the UgMo system. (Travers)*

CARRIED unanimously.

AOAO Renters Liaison Committee

Mr. Travers recommends improving communications with renters. Ms. Eisler clarified that the owner, not the renter, is a member of the association. Mr. Travers suggested proceeding with an initial event where renters are invited to meet with one or more Board members in an effort to build a better line of communication with the understanding that the owner is ultimately responsible. The Board agreed. President Kessler requested Mr. Travers to prepare an agenda for the initial meeting. Messrs. Tefft and Travers are compiling email addresses for renters as they have for owners.

Planting – Front Stairwell

Mr. Travers stated that the planting at the front stairwell of eight (8) buildings has died and recommends replacement. Mr. Tefft will discuss replacement with a similar plant with Keith/KK Landscaping. Mr. Tefft will provide a plan and recommendations for the Board's review and approval.

Disaster Preparedness Committee

Mr. Travers proposed establishing a Disaster Preparedness Committee and stated he will send an email inquiring those owners who might be interested in serving. The Board agreed.

Additional Board Meetings for Calendar Year 2016

The Board agreed to tentatively add a Board meeting on Thursday, December 8, 2016 at 2:00 p.m.

The Board agreed to tentatively schedule a Board workshop on Thursday, January 12, 2017 at 2:00 p.m.

Penalties for False Alarms

It was concluded there is no issue.

HEMIC Dividend

Ms. Eisler will provide an update via email to the Board.

Plumbing Leak

Mr. Travers stated his opinion that when issues occur, answers from the Board should be communicated to owners in a more expeditious manner. Mr. Tefft will follow up with the owner.

Pigeon Removal/Deterrent Discussion

The Board directed Mr. Tefft to further research the recommended deterrent system to prevent new pigeons from coming onto the property.

DATE OF NEXT MEETING:

The next Board of Directors Meeting is tentatively scheduled for Thursday, December 8, 2016 at 2:00 p.m. The Annual Meeting is scheduled for February 4, 2017. A Board of Directors Organizational Meeting will immediately follow.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 5:00 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.