



MEETING MINUTES
OF THE BOARD OF DIRECTORS
KAILUA VIEW ESTATES
November 12, 2014

CALL TO ORDER:

There being a quorum present, President Christina Gross called the meeting to order at 3:05 p.m. HST.

PRESENT:

President Christina Gross, Vice-President Darlene Daboling, Secretary/Treasurer Robert Oswald, Directors Lee Johnson, Carrol Dela Fuente, and Ted Leaf were present in person.

EXCUSED:

Director Roland Fornataro.

BY INVITATION:

Management Executive [ME], Nan Cain from Hawaiiana Management Co. Ltd attended the meeting in person. ME Cain acted as Recording Secretary by general consent.

OWNER'S FORUM:

Guests in attendance were: Beth Steffen (Lot 33116).

PREVIOUS MEETING MINUTES:

The Regular Meeting minutes of September 10, 2014, were approved by general consent as presented.

TREASURER'S REPORT:

The acceptance of the August and September financials were deferred pending Board review.

MANAGERS REPORT:

Action Items: ME Cain informed the Board that all items on the Property Managers "Action List" were either in progress or completed.

UNFINISHED BUSINESS:

Rec Center Repairs

- Termite Treatment – Scheduled to take place after the skylights and pillars are repaired.
- Skylight and Roof Repairs - Barrett Roofing installed two new skylights purchased from HPM for \$2,012.72, for the women's and men's restrooms. The ceiling damage was repaired at a cost of \$1,134.79 in the women's restroom. This repair did not include repainting of the ceiling.
- General Repairs – Update:

The repair of the (10) ten pavilion columns by Blake of Christian Construction was approved by general consent for a cost of \$7,300.00. ME Cain was directed to request that the painting repairs at the women's bathroom be included in the completion.

Blake of Christian Construction completed the following repairs: sidewalk stairs were repainted with gritty safety paint, the rails were sanded and sealed with rust inhibitor, the holes at the base of the railing post were filled with concrete and a horizontal fence pipe was replaced for a cost of \$872.39.

- Parking Lot Repairs – ME Cain obtained a bid from Braden Asphalt to reseal the parking lot and install reflectors to mark the parking spaces for \$10,000.00. It was recommended that this take place in 2016. ME Cain was directed to add this item to the 2015 Budget.
- Storage Closet/ Security Closet – ME Cain obtained the measurements and bids for double closet within the storage closet area in order to have a secure place to keep the Association records. ME Cain was directed to obtain bids for installing a metal door to replace the existing water damaged doors.

Squatters: The squatters occupying lot 33043 and lot 33107 were reported to the Community Police Officer. ME Cain notified the owners of record via mail and sent letters addressed the occupants of each lot.

Fire Extinguisher Protection: ME Cain was directed to contact a fire company to request prices on a fire extinguisher box with a light and alarm for the Rec-Center.

NEW BUSINESS:

Lowering the Quorum Requirements for the Annual Meeting: ME Cain was directed to obtain a "Written Consent form" from the Attorney Alan Tuhy, to obtain quorum at the Annual Association Meeting. While reviewing the draft it was discovered that 51% (fifty one percent) is not required by the current governing documents. The By-laws state, "The presence in person or by proxy of members entitled to cast not less than 50 votes constitutes a quorum." This was confirmed by Alan Tuhy, the Associations Attorney in general matters. ME Cain was directed to draft an Annual Meeting Notice explaining this to the owners.

Rent Collection: The Board requires more information on collection of rent from the tenant of delinquent owners; this was deferred until the next Board meeting.

Park Cleanup: Scheduled for January 17, 2015. ME Cain volunteered to paint the sign that will be posted to announce the event a week prior.

Board Education: It was agreed by general consent to allow the Board President to attend local educational seminars. The cost of approved seminars will be charged to the operation budget.

Delinquencies: ADAC was instructed to proceed with foreclosing on all owners that are delinquent on annual maintenance dues if an owner does not respond after an Association lien is placed on the property. ADAC requires an additional amount of \$1,800.00 to be added to the previous amount of \$2,500.00 for a total cost of \$4,300.00 to be charged back to the delinquent owners. ME Cain was directed to report on the progress of each case with ADAC. The following Lots are currently in the process of being foreclosed on: 32010, 32011, 32016, 32036, 32048, 32058, 32078, 33043, and 33107.

NEXT MEETING:

The next regularly scheduled Board meeting will be on January 14, 2015 at 3:00 p.m. HST, in the Hawaiiana Management Company meeting room.

The dates for future 2015 meetings will be:

Annual 2015 - Meeting scheduled for February 7, 2015 at 10:00 a.m. HST

ADJOURNMENT:

There being no further business to be brought before the Board of Directors, the meeting was adjourned at 4:43 p.m. HST.


Secretary/Treasurer Robert Oswald

Submitted by:
Nan N. Cain, Recording Secretary
Hawaiiana Management Co. Ltd.
Managing Agent for Kailua View
Estates Association