



## **ANNUAL MEETING MINUTES**

### **KAILUA VIEW ESTATES ASSOCIATION**

**February 2, 2019**

**Kailua View Estates Rec. Center**

#### **CALL TO ORDER:**

President Erik Frostad, acting as the meeting Chair, called the 2019 Annual Meeting to order at 10:02 a.m. HST. The presence in person or by proxy of members entitled to cast not less than 50 votes constitutes a quorum. A quorum was established with eighty eight (88) vote present in person or by proxy.

#### **PROOF OF NOTICE OF MEETING**

A notice of the Annual Meeting was sent out to all owners of record on January 3, 2019. A copy of this notice has been made a part of the Annual Meeting file.

#### **INTRODUCTION OF BOARD MEMBERS AND GUESTS**

Chairperson Frostad welcomed all the owners and introduced the Board of Directors and invited guests:

Board of Directors

Peggy Stelmachowicz, Vice President

Robert Oswald, Secretary/Treasurer

Kalei Farley, Director

Lee Johnson, Director

Senior Management Executives (SME) Nan Cain and Michael Kennedy, Administrative Assistants (AA) Jamielynn Leialoha and Le Vanda Kainoa-Salvador, all from Hawaiian Management Company were in attendance. SME Cain was appointed Recording Secretary; AA's Leialoha and Kainoa-Salvador acted as Tally Clerk, for the meeting, by general consent.

#### **PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Newly Revised, was the governing authority for this meeting in any instances not covered by the Association Bylaws or Hawaii Revised Statute 421J and 414D. The 'Meeting Rules' were permanently adopted for all meeting of the Association at the 2016 Annual Meeting.

MINUTES OF THE ANNUAL MEETING  
Kailua View Estates Association  
February 2, 2019

### **APPROVAL OF MINUTES:**

The Minutes of the February 3, 2018 Annual Meeting were approved by the Board of Directors, and mailed to all owners and made available at check in. There being no objections, the reading of the minutes was waived. There being no objection, the 2018 minutes were **unanimously approved**.

There being no objection, the Board was authorized to approve the minutes of this 2019 Annual Meeting.

### **AUDIT**

The Audit for the accounting year ending December 31, 2018 was not available for this meeting. A copy of the audit when completed will be posted on the Kailua View Estates website ([kailuaviewestates.org](http://kailuaviewestates.org)) and will be mailed to all owners who requested it on their proxy.

### **ELECTION OF DIRECTORS**

Chairperson Frostad stated that Article II Section 1 of the project Bylaws specifies that the affairs of the Association shall be governed by a Board of Directions composed of not less than three (3) or more than nine (9) persons, each of whom shall be an Owner of record in the Kailua View Estates Association. There being no objection the number of Directors remained at seven (7).

Chairperson Frostad announced that there were five (5) Directorships to fill. There were four (4) positions with each 2 year terms that were expiring and one (1) position that was created when Director Linda Lesh resigned and that term will be for the remaining one (1) year of that term.

### **NOMINATIONS**

Robert Oswald, Kalei Farly, and Lee Johnson volunteered to serve if re-elected. Rory Love, Lot 33018 and Joe Skeen, Lot 32081 volunteered to serve if elected.

The Chair called for further nominations. There being no further nominations, nominations were closed.

Since there were five (5) nominees and five (5) positions, Owner Pat Fornataro, Lot 32001 made a motion to elect the five (5) nominees by acclamation. Owner Bradley Main, Lot 32040 seconded and the motion was **approved unanimously by the ownership**.

Due to the over booking of the Rec Center the Organizational Meeting was moved to Wednesday February 6, 2019 at 3:00 p.m. HST.

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**NEW BUSINESS**

Member present **unanimously approved** the adoption of the following resolution. “Resolved, that any excess of membership income over membership expenses for the year ending December 31, 2019 shall be applied against the subsequent tax year (2020) member assessments as provided by IRS Revenue Ruling 70-604.”

**ADJOURNMENT**

There being no further business to be brought before the ownership the meeting was adjourned at 10:17 a.m. HST.

Approved by the Board of Directors  
Kailua View Estates



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Officer

Submitted By:

Nan N. Cain

Recording Secretary