



MEETING MINUTES
OF THE BOARD OF DIRECTORS
KAILUA VIEW ESTATES
May 6, 2015

CALL TO ORDER:

There being a quorum, President Christina Gross called the meeting to order at 3:04 p.m. HST.

PRESENT:

President Christina Gross, Secretary/Treasurer Robert Oswald, Directors Roland Fornataro, Lee Johnson, Ted Leaf, Sharon Exley, and Rick Fellner were present in person, Vice-President Darlene Dabbling and Director Gary Brown joined the meeting via conference call.

BY INVITATION:

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

GUEST'S FORUM:

Pastor William Dierking of Kona Coast Baptist Church made a preliminary offer to purchase the rec center and adjacent land to build a church. Correspondence will be kept with the records of the Association.

PREVIOUS MEETING MINUTES:

Secretary/Treasurer Oswald made a motion to approve the Regular Meeting Minutes of March 11, 2015 as written. Director Exley seconded the motion and it was approved unanimously.

TREASURER'S REPORT:

Secretary/Treasurer Oswald made a motion to accept the Financial Statements of February and March 2015 as presented, subject to audit. Director Fellner seconded and the motion was approved unanimously.

Director Leaf made a motion to appoint Dan Sullivan, CPA, to conduct an audit of the 2014 accounting records. Director Fellner seconded and the motion was approved unanimously.

MANAGERS REPORT:

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

ME Cain was directed to have Jordan of Kona Hillscapes verify that there are no leaks in the rec center irrigation on a monthly basis.

UNFINISHED BUSINESS:

Rec Center Repairs

- Storage Closet/ Security Closet – Fiberglass doors and new locks were ordered and are expected to arrive in the next six weeks.
- Misc. Repairs – ME Cain met with two contractors and is collecting bids for the following repairs:
 - a. Pick up order from HPM, installation of the fiberglass doors, and disposal of the old doors.
 - b. Install self-closers on both restroom doors to help prevent vandalism.
 - c. Straighten rec center gate to vacant lot so that the lock catches better.
 - d. Add a metal piece to the lock to prevent unauthorized entry.
 - e. Install a metal panel to replace the 2' x 4' fence section at tennis courts
 - f. Replace security wire around rec center

Survey of Park – The survey of the park property lines was completed at a cost of \$833.28 by Peter Souza of Crossroads Land Surveying LLC. Secretary/Treasurer Oswald and Directors Leaf and Johnson installed fence posts to make the lines more visible.

Non Compliance

- a. On Going Construction at Lot 32080 – ME Cain was directed to issue another violation letter.
- b. The Unapproved Cottage Addition at Lot 32013 – The owner submitted plans to install a fence around the front yard in order to comply with the CC&Rs requirements for a cottage or guest quarters. The Board all agreed unanimously that the submittal did not meet the CC&R requirements for a cottage or guest quarters. The cottage addition would need to visually attach to the main residential structure, with a minimum connecting structure of a wall or fence not less than six feet high or a covered walk in order to meet the requirements set forth in the Declaration.
- c. Incomplete Driveway Lot 32039 – ME Cain was directed to issue another violation letter.
- d. Unapproved Addition Lot 32009 – ME Cain was directed to issue another violation letter and to forward a letter to the County.
- e. Unapproved Addition Lot 32048 – ME Cain was directed to issue another violation letter and to forward a letter to the County.

Pictures of the Board for the Web Site – Board members, who did not already have their pictures posted to the KVE web site, agreed that they did not want to have their pictures posted.

Rock Wall, Barbeque and Pillar Repair – The repairs are in progress.

Grey Rock Installation – Jordan of Kona Hillscapes did not submit a bid. The Board agreed to postpone further discussion of this item until a bid is received.

Forming Committees – ME Cain was directed to place a request for committee volunteers in the June newsletter and to include a list of what the committees would be responsible for.

Fire Extinguisher Cabinet for the Rec Center – The Board agreed, by general consent, to postpone the purchase of a fire extinguisher cabinet with a siren and strobe light indefinitely.

NEW BUSINESS:

ADAC Process Review – ME Cain explained the process of turning delinquent accounts over to ADAC to the new Board members. Director Brown inquired about selling the debt and the Homestead Act in Hawaii. ME Cain was directed to research both topics and forward the information to the Board.

Director Exley requested that ME Cain meet with her to discuss the foreclosure process on delinquent accounts.

Insurance Renewal June 1, 2015 – An Ad-hoc Insurance Committee was formed. Secretary/Treasurer Oswald and Director Brown volunteered serve on the Committee. ME Cain was directed to set an appointment up with the Association's current insurance broker, Elly Johnson of Aloha Insurance, to address some of the committee's questions.

Traffic Calming in the Subdivision – ME Cain sent a 'Traffic Calming Plan' that was presented to Ron Theil for the Board to review. ME Cain was directed to list the Traffic Committee on the committee request in the June newsletter. A copy of the 'Traffic Calming Plan' will be kept with the records of the Association.

Parking Vehicles and Boats on the Roadway – Director Johnson informed the Board that any vehicles and boat parked on the roadway should be reported to the police at 808-935-3311. The report should include the location of vehicle or boat make, color and any license number. There may be a need for a follow up call as well.

Temporary Tents for Parking and Storage – The Board has issued violations for having temporary tents for parking and storage on individual lots. ME Cain was directed to issue a violation letter to Lot 33084 asking for removal of the temporary tent erected on their lot.

Emails – ME Cain was directed to put "Action required" in emails when she needs the Board or Committees to answer.

Office of Directors – Director Leaf stated that he thought Director Exley should be elected to the office of Secretary. Director Leaf was informed that at the Organizational meeting on February 7, 2015 Director Oswald was appointed by the majority of the Board to serve as both Secretary and Treasurer until the next Annual meeting in order to allow the newest member an opportunity to get caught up and informed about the Association.

Rec Center Sales Research Committee – A short discussion was held, regarding Pastor William Dierking of Kona Coast Baptist Church who offered to purchase the Rec Center and the vacant lot. It was agreed by unanimous consent that an ad-hoc committee would research various aspects of the proposal prior to presenting it to the ownership for consideration. An ad-hoc committee consisting of all the Board members would meet at a date to be determined.

Delinquencies:

The current delinquencies were reviewed. ME Cain was directed to send a reminder notice to all delinquent owners prior to sending them to ADAC for collection. ME Cain was directed to create a delinquent report for easier Board review.

NEXT MEETING:

The next regularly scheduled Board meeting will be on June 17, 2015 at 3:00 p.m. HST, in the Hawaiiana Management Company meeting room.

ADJOURNMENT:

There being no further business to be brought before the Board of Directors, the meeting was adjourned by general consent at 5:44 p.m. HST.



Secretary/Treasurer Robert Oswald

Submitted by:

Hawaiiana Management Co. Ltd.
Managing Agent for Kailua View
Estates Association
Nan N. Cain, CMCA Management Executive