



MEETING MINUTES
OF THE BOARD OF DIRECTORS
KAILUA VIEW ESTATES
June 17, 2015

CALL TO ORDER:

There being a quorum, President Christina Gross called the meeting to order at 3:17 p.m. HST.

PRESENT:

President Christina Gross, Directors Roland Fornataro, Ted Leaf, and Sharon Exley were present in person; Director Lee Johnson joined the meeting via conference call.

EXCUSED:

Secretary/Treasurer Robert Oswald, Vice-President Darlene Dabbling, Directors Gary Brown and Rick Fellner.

BY INVITATION:

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

GUEST'S FORUM:

Owners Peggy and Ed Stelmachowicz, of Lot 32003, introduced themselves. Peggy volunteered to serve on the Rec Center Sales Research Committee.

PREVIOUS MEETING MINUTES:

Director Leaf made a motion to approve the Regular Meeting Minutes of May 6, 2015 as written. Director Fornataro seconded the motion and it was approved unanimously.

TREASURER'S REPORT:

Director Exley made a motion to accept the Financial Statements of April 2015 as presented, subject to audit. Director Leaf 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.

UNFINISHED BUSINESS:

Rec Center Repairs

- **Storage Closet/Security Closet** – Installation of the fiberglass doors and lock were completed at a cost of \$1,041.66. The interior was painted by Secretary/Treasurer Oswald, using paint from the installation, at no charge. Copies of the storage door locks were issued to Secretary/Treasurer Oswald and Director Exley.
- **Misc. Repairs** – the Board decided to defer the following repairs until the “Rec Center Sales Research Committee” has presented the proposal to the ownership.
 - a. The installation of self-closers on both restroom doors, welding flat metal screens on the doors so that the inside door lock cannot be reached from the outside, and changing out the dead bolts to keyed locks from inside and out, to help prevent vandalism.
 - b. Straightening the rec center gate to vacant lot and install steel plate at latch so that the latch fits deeper into the steel pocked insuring that the lock stays locked.

ME Cain was directed to obtain a bid on installing a new section of chain link fence to repair the hole in the tennis court fence.

Director Exley volunteered to contact the Building Department to see what the requirements are for the following:

- a. Security wire around rec center.
 - b. Self-locking bathroom doors.
- **Non Compliance** – Director Leaf made a motion to form a “Compliance Committee” (CC) in order to enforce the Declaration of the Kailua View Estates Association. Director Fornataro seconded and the motion passed unanimously.

Volunteers for the new Compliance Committee were: President Gross, Directors Johnson and Exley, Director Leaf volunteered to be an alternate in case one of the others were not available for a monthly site inspection.

Previously the “Design Review Committee”: (DRC) conducted site visits and issued violation. Those committee members are: President Gross, Vice-President Dabbling, and Director Johnson. Director Exley volunteered to be an alternate.

NOTE: Alternates are informed about the Non-Compliance issues and the Proposed Improvements to a lot but they are not allowed to vote unless a committee member is unavailable or does not answer a request.

Lots that are not in compliance are:

- a. On Going Construction at Lot 32080 – ME Cain was directed to issue another violation letter.
- b. The Cottage Addition at Lot 32013 – The owner submitted plans to install a fence around the entire property connecting the Cottage addition as required in the governing documents. The fence was approved unanimously.

- 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.

Tree and Bush Maintenance – Owners are not keeping their trees trimmed and maintained, ME Cain was directed to add a section regarding tree and bush maintenance in the Newsletter.

Misc. Repairs at Rec Center – Repairs to the rock wall next to the tennis courts, two rock wall pillars, the rock barbeque, and the removal of the rotten shelves from the storage closet were completed at a cost of \$1,968.81.

Insurance Renewal 2015 – Insurance for the Association was renewed at a savings of \$2,440.20.

Audit and Taxes – The Association taxes for 2014 were completed by Monroe Tax Service at a cost of \$ 218.75. The audit for 2014 was completed by Dan Sullivan at a cost of \$1,041.88. Director Exley made a motion to have Dan Sullivan conduct the audit of the 2015 financials. Director Leaf seconded and the motion was approved unanimously.

NEW BUSINESS:

Storage Closet Shelves and Water Proof Containers – ME Cain gave the records from Hawaiiana Management for 2012 and 2013 to Director Exley. Director Exley volunteered to go through all the records to determine which records will be retained. The records will be kept in water proof containers in the storage closet at the rec center.

2015 Audit – Director Exley made a motion to accept the bid from Dan Sullivan to perform the 2015 Audit at a cost of \$1,072.91. Director Leaf seconded and the motion was approved unanimously.

Rec Center Sales Research Committee – Director Exley provided a written “Task List” for the Board to review.

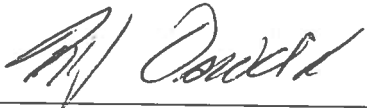
Site Inspection – The quarterly site inspection was scheduled for June 24, 2015.

NEXT MEETING:

The next regularly scheduled Board meeting will be on July 15, 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 4:50 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