



MEETING MINUTES  
OF THE BOARD OF DIRECTORS  
KAILUA VIEW ESTATES  
August 12, 2015

**CALL TO ORDER:**

There being a quorum, President Christina Gross called the meeting to order at 3:06 p.m. HST.

**PRESENT:**

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

**EXCUSED:**

Vice President Darlene Daboling, Secretary/Treasurer Robert Oswald, and Director Rick Fellner. Director Brown was excused at 5:30 p.m. HST.

**BY INVITATION:**

Management Executive (ME), Nan Cain from Hawaiiiana Management Co. Ltd. ME Cain acted as Recording Secretary by general consent.

**PREVIOUS MEETING MINUTES:**

Director Exley made a motion to approve the Regular Meeting Minutes of July 17, 2015 as written. Director Leaf seconded the motion and the motion was approved unanimously.

**TREASURER'S REPORT:**

President Gross made a motion to accept the Financial Statements of June 2015 as presented, subject to audit. Director Fornataro 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**

Misc. Repairs – All repairs to the Rec Center have been deferred, with the exception of the chain link fence repair needed in the tennis court area. ME Cain was directed to contact handyman Dan Olson to complete the repair.

### **Compliance Review**

- a. Ongoing Construction at Lot 32080 – Director Exley completed the letter to the Attorney requesting that the owner comply with the requirements of the governing documents and the Design Review Guidelines. Director Exley has located historical documents regarding this lot.
- b. Incomplete Driveway Lot 32039 – ME Cain was directed to issue another violation letter if owner is not in compliance by August 1, 2015. As of August 12, 2015 Lot 32039 is not in compliance.
- c. Unapproved Addition Lot 32009 – The owner brought the permit final approval for the addition on the home. Director Exley made a motion to waive all fines, late fees, interest charges, and the cost of the C7 letter due to the fact that this addition had approval. Director Brown seconded and the motion was approved unanimously.
- d. Unapproved Addition Lot 32048 – ME Cain was directed to issue another violation letter if owner is not in compliance by August 1, 2015. As of August 12, 2015 Lot 32048 is not in compliance.

### **Newsletter**

Director Exley suggested that an announcement be added to the newsletter regarding the receipt of the proposal to purchase the Rec Center and the adjacent vacant. The Board approved the addition and the newsletter by general consent. ME Cain was directed to send the newsletter via email and have posted to the Associations web site.

### **Storage of Associations Historical Records**

Director Exley received the historical record boxes that were previously held by Vice President Dabbling and will also pick up the boxes being stored at Director Leaf's home. After reviewing the contents of each box, the records will then be placed in stackable plastic containers and stored in the storage closet at the Rec Center.

### **Rec Center Sales Research Committee (RCSRC)**

Pastor William Dierking of Kona Coast Baptist Church presented a written offer to purchase the Rec Center and adjacent vacant land. The RCSRC will obtain a comparative market analysis.

### **Property Inspection - Grounds Committee (GC) - update**

The next property inspection is scheduled for August 14, 2015. President Gross, Directors Exley, and Brown will conduct the property inspection. Director Brown volunteered to assist with the inspection.

### **House Rule Committee – update**

Director Brown volunteered to chair the committee. The committee will meet via “VVSEE.com”, a group video chat and screen-sharing software.

### **NEW BUSINESS:**

#### **Complaints Lot 33085**

ME Cain received a complaint of excessive noise coming from the home at very early hours. The Board reviewed the complaint and feels this is a matter for the police. ME Cain will request that the complainant provide a copy of the police report prior to the Board taking any action.

#### **Complaint Form**

ME Cain presented a “Complaint Form” for the Board’s consideration. Director Leaf made a motion to require that all complaints be in written form. Director Exley seconded and the motion was approved unanimously. ME Cain will have the “Complaint Form” posted to the Association’s web site.

#### **Rec Center Complaint**

ME Cain received a complaint regarding amplified music coming from the party at the Rec Center on August 1, 2015. Lot 32044 had the reservation and was informed that amplified music was not allowed. Director Johnson made a motion to withhold fifty (\$50) dollars of the Rec Center deposit. President Gross seconded and the motion was approved with a majority vote. Directors Leaf and Brown opposed the motion.

#### **Rec Center Lighting**

Director Exley purchased LED light bulbs and four (4) LED motion lights to replace the ones that are no longer in operation. Lot 33118 owner Bradley Exley installed the new motion lights and replaced some of the burnt out bulbs. ME Cain was directed to contact Dan Olson to request he replace the bulbs that require a higher ladder to reach.

#### **Water Bills**

Director Leaf requested a copy of the last water bill so that he can verify the account type. ME Cain was directed to provide a copy of the water bill to Director Leaf and to call the Water Department to request that the water meter be actually read every time instead of estimating the water usage.

- 2016 Budget

ME Cain as directed to present a budget to the Budget Committee for review by August 31, 2015. Members of the Budget Committee (BC) are President Gross, Secretary/Treasurer Oswald, and Director Brown.

**NEXT MEETING:**

The next regularly scheduled Board meeting will be on October 14, 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 6:16 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