

WAIKALANI WOODLANDS AOA

95-225 Waikalani Drive
Mililani, HI 96789

BOARD OF DIRECTORS MEETING MINUTES

Thursday, November 15, 2018 –6:30 P.M. -- Pool/Recreation Area

CALL TO ORDER

President Merle Kobashigawa called the meeting of the Board of Directors to order at 7:10 p.m. following the Homeowners Forum (as described on page 2).

ESTABLISH A QUORUM

A quorum was established.

Members Present: Merle Kobashigawa/President; Jim Guzior /Vice President; Larry Lee/Treasurer; Carole Amrhein/Secretary; Phil Sunada/Director; Sophie Kiper/Director; Cyril Washington/Director

Members Absent: None

By Invitation: Dwight Gillman, Resident Manager

APPROVAL OF MINUTES

On the motion of Secretary Amrhein, the board unanimously approved the minutes of the meeting of October 3, 2018. Copy is attached.

PRESIDENT'S REPORT

No report at this time.

RESIDENT MANAGER'S REPORT

Dwight Gillman presented the Resident Manager's Report. On 11/14/18 Imua Landscaping cut down a large broken Albizia branch by the small HECO building on Waikalani Dr. In January, they will be back to review the condition of the Albizia trees behind D Building. WW is fully staffed with 3 crew members, of which the 2 newest are improving. A Building was pressure washed and C Building will be next. The Fire Inspector stopped by and said we were in compliance. A contract for the new security company is in the works. At the suggestion of owners present, future board meetings will include notification via mass email; arrows will be posted by the A Building circle driveway and "even/odd" signage will be posted by the elevators on all floors of the buildings.

TREASURER'S REPORT

Updated financial information was not yet received at the time of the board meeting, therefore the financials are the same as reported in the minutes dated 10/3/18.

LANDSCAPE COMMITTEE'S REPORT

No landscape report at this time.

SECURITY REPORT

No security report at this time.

UNFINISHED BUSINESS

- A. **Security Demerit System:** Remove from future agendas.
- B. **Amdending the Bylaws:** In the process of forming a committee.
- C. **Amending the House Rules:** In the process of forming a committee.

D. Date for 2019 Annual Meeting: In the process of determining a date and will verify with all who need to attend.

NEW BUSINESS

No new business at this time.

HOMEOWNER'S FORUM

The Homeowner's Forum was held, beginning at 6:30 p.m. Doug Minor A708 requested his remaining fines to be waived (Board advised it would discuss after the meeting). Barbara Suzuki A1106 said she never received an updated HOA coupon book and stopped paying (WW will look into the matter and advised Owner she is still responsible for making HOA payments, with or without a coupon). Shirley Yamada A307 inquired about the contract with the Milsops and wanted to know if it was available to the public to review (it is). Anne Guzior A402 thanked the cleaning at the A Building but mentioned that the bridge is getting mold eating into the cinder block (per Resident Manager, the recent weather disrupted the cleaning schedule, will get back to it as soon as possible). Also, a hose has been hanging from one of the windows at A Building (it will be looked into). Leslie Wortman A707 wants WW to pay more money to get someone bonded to do our finances, and does not think there is enough transparency; wanted to know what units are a quick claim deed; suggested that we contract a new real estate manager to rent out empty units who will bring in better tenants; questioned how carts are being used. Owner was told that transparency is always there, she can contact Cadmus for any information; carts are rotated to keep batteries working; maintenance crew is improving and is motivated to stay and work. Tricia Fletcher D801 wanted to thank the 2 younger crew members for their work, said they are always polite to her.

At 7:48 p.m., at the conclusion of the Board Meeting and Owner's Forum, President Kobashigawa called for a brief recess before going into the Executive Session.

EXECUTIVE SESSION

At 8:00 p.m. President Kobashigawa called the meeting into executive session which was approved by the Board.

NEXT MEETING

The date of the next board meeting will be Thursday, January 17, 2019, at the pool/rec area.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:40 p.m.

Submitted by:



Carole Amrhein
Recording Secretary

Attachments:

Copy of Board of Director's Meeting Minutes dated 10/3/18

WAIKALANI WOODLANDS AOA

95-225 Waikalani Drive
Mililani, HI 96789

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, October 3, 2018 –6:30 P.M. -- Pool/Recreation Area

CALL TO ORDER

President Merle Kobashigawa called the meeting of the Board of Directors to order at 6:30 p.m.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Merle Kobashigawa/President; Jim Guzior /Vice President; Larry Lee/Treasurer; Carole Amrhein/Secretary; Phil Sunada/Director; Sophie Kiper/Director

Members Absent: Cyril Washington/Director

By Invitation: Casey Paet, Cadmus Properties
Dwight Gillman, Resident Manager

APPROVAL OF MINUTES

On the motion of Secretary Amrhein, the board unanimously approved the minutes of the meeting of January 18, 2018. Copy is attached.

PRESIDENT'S REPORT

No report at this time.

RESIDENT MANAGER'S REPORT

Dwight Gillman presented the Resident Manager's Report at 7:10 p.m. Topics covered included, but were not limited to: elevator modifications were completed at D building; working through the challenge of staffing shortages; contract with PD Services was terminated and a new company is being sought; Fire Inspection was completed and the AOA is in full compliance; Imua Landscaping to cut and clear away tree limbs brought down by the recent storms. Copy attached.

TREASURER'S REPORT

Casey Paet presented the Treasurer's Report, as of August 2018. Cash is \$46,928, the reserve fund is \$2,097,541, for a total cash and reserve of \$2,144,469. Total delinquencies increased by \$11,766. After several years of steady declines in delinquencies, we're beginning to see a change in direction. Total revenue collected was 4.8% over budget and operating expenses were 1.9% over budget which represented a major improvement. Financials will be available in the office.

MANAGEMENT EXECUTIVE REPORT

Casey Paet announced a new administrative software that will allow another method of making HOA payments. For those who have computers and internet, they can create their own portal, see their account information in real time, update info as needed and send text messages to the management company. A phone app will be available soon. In addition, a bill was recently passed that mandated that all residential buildings over 75 ft in height to be considered for sprinklers. Inspections are to occur by the end of November.

LANDSCAPE COMMITTEE'S REPORT

No report at this time.

SECURITY REPORT

No report at this time.

UNFINISHED BUSINESS

- A. **Security Demerit System:** Tabled for now.
- B. **Elevator MOD:** Remove from agenda, as the modifications to D building have taken place.
- C. **Budget Construction Inc:** Remove from agenda, as the payment was ratified at the last board meeting.
- D. **Continental Mechanical:** Remove from agenda, as the payment was ratified at the last board meeting.
- E. **SRG:** Remove from agenda, as the payment was ratified at the last board meeting.
- F. **Hawaii Pool and Spa:** Remove from agenda, as the payment was ratified at the last board meeting.
- G. **Consulting Agreement:** Remove from agenda, as the board voted on and approved this agreement at the last board meeting.

NEW BUSINESS

- A. **2019 Budget:** After reviewing the budget and determining no increase of the HOA fees was needed, Director Sunada motioned to approve the 2019 budget. Approved unanimously.
- B. **Amending the Bylaws:** In January 2019, every association still under 514A will be converted to 514B. As a result, WWAOAO's bylaws will need to be updated. Casey Paet will contact Chris Goodwin's office to begin the process.
- C. **House Rules:** President Kobashigawa motioned to approve The **Resolution on Oversight of Owner Delinquencies**. Unanimously approved. Copy attached. In addition, it is recommended that WWAOAO review the current House Rules. A committee of no more than 5 owner/ residents should be formed to review and make recommendations to the board for review. For now this topic needs to be tabled until the committee can be formed.
- D. **2019 Annual Meeting Date:** A date for the 2019 Annual Meeting will be explored, depending on the availability of the parliamentarian, attorney, and management company. Follow up to occur at the next board meeting.

HOMEOWNER'S FORUM

The Homeowner's Forum was held at 6:32 pm. Topics included, but weren't limited to: requesting a better way of announcing future meetings for those owners who do not live on the property; requesting details of a contract for financial consultants (requests for bids were sent to 11 CPAs and none could come close to the price being currently paid); channel 58 not working; request of rental units being currently rented; request for brighter light on bridge by A building; complaint of hearing smoke detectors with low batteries emitting loud chirping sounds in D building (flyers would be posted in elevators); complaint of people walking their dogs without a leash and advising certain floors were missed while power washing.

At 7:09 p.m., the conclusion of the Home Owner's Forum signaled the beginning of the Board of Directors Meeting.

EXECUTIVE SESSION

At 8:06 p.m. President Kobashigawa called the meeting into executive session which was approved by the Board.

NEXT MEETING

The date of the next board meeting is scheduled for Thursday, 11/15/18 at the pool/rec area.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:48 p.m

Submitted by:



Carole Amrhein
Recording Secretary

Attachments:

Copy of Board of Director's Meeting Minutes dated 1/18/18
Resident Manager's Report
Treasurer's Report
Resolution on Oversight of Owner Delinquencies