

WAIKALANI WOODLANDS AOA

95-225 Waikalani Drive
Mililani, HI 96789

BOARD OF DIRECTORS MEETING MINUTES

Thursday, October 10, 2019 –6:30 P.M. -- Pool/Recreation Area

CALL TO ORDER

President Jim Guzior called the meeting of the Board of Directors to order at 7:00 p.m. following the Homeowners Forum (as described on page 2).

ESTABLISH A QUORUM

A quorum was established.

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

Members Absent: None

By Invitation: Casey Paet, Cadmus Properties
Randall Lukes, 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 June 20, 2019. Copy is attached.

PRESIDENT'S REPORT

No report at this time.

TREASURER'S REPORT

Sophie Kiper presented the financials. For the month ending August 2019, income received was \$173,141 and expenses were \$105,110. Reserve is \$2,241,350, cash (CD's and cash on hand) is \$310,698 for a total of \$2,552,048. Copy of financials available in the office.

RESIDENT MANAGER'S REPORT

Dwight Gillman presented a verbal Resident Manager's Report. Topics covered included, but were not limited to: pressure washing going on at D building; storage room inspections ongoing; Junior was out sick but returning to work on 10/23; new security guards are: Lamont (overnights), Andrew (days), Uly (weekends); new office is 99% done, grand opening will be 10/31.

LANDSCAPE COMMITTEE'S REPORT

None at this time.

SECURITY REPORT

None at this time.

UNFINISHED BUSINESS

None at this time.

SERVPRO PRESENTATION

David from Servpro gave a short presentation on what Servpro could do for WWAOAO regarding leak remediation. Contracts can be customized to accommodate our needs. Awaiting insurance payments can be worked onto the contract verbiage. David will come back to discuss further.

NEW BUSINESS

- A. Board Vacancy:** Treasurer Larry Lee has resigned from the board.
- B. Board Role Reassignment:** Secretary Amrhein motioned that Director Kiper take over as treasurer. Approved unanimously.
- C. Resolution to Disconnect Cable for Non-Payment:** Treasurer Kiper presented a resolution to disconnect cable and cancel other services or use of facilities due to non-payment of monthly maintenance fees. Approved unanimously.
- D. Annual Budget for 2020:** Casey Paet reviewed the draft of the 2020 budget. A reserve study was done 2 years ago, and many capital projects were slated to be started or done in 2020. There will not be enough funds to do everything, so the board will prioritize those projects most pressing, and will forward a revised budget to Cadmus for further review.

The Homeowner's Forum started at 6:35 p.m. Topics included, but weren't limited to: how many units has WW taken over (5); how long do cars need to be in disrepair before being dealt with (advised to talk to the RM); people aren't cleaning often enough or disposing of trash correctly; question about short term rentals; are we allowed personal security cameras per our bylaws (currently no, but will work on it).

At 8:09 p.m., at the conclusion of the Board Meeting and Owner's Forum, President Guzior called for a brief recess before going into the Executive Session.

EXECUTIVE SESSION

At 8:15 p.m. President Guzior called the meeting into executive session which was approved by the Board.

NEXT MEETING

The date of the next board meeting is yet to be determined.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:30 p.m.

Submitted by:



Carole Amrhein
Recording Secretary

Attachments:

Copy of Board of Director's Meeting Minutes dated 6/10/19

WAIKALANI WOODLANDS AOO

95-225 Waikalani Drive
Mililani, HI 96789

BOARD OF DIRECTORS MEETING MINUTES

Thursday, June 20, 2019 –6:30 P.M. -- Pool/Recreation Area

CALL TO ORDER

President Jim Guzior called the meeting of the Board of Directors to order at 7:25 p.m. following the Homeowners Forum (as described on page 2).

ESTABLISH A QUORUM

A quorum was established.

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

Members Absent: None

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

APPROVAL OF MINUTES

On the motion of Director Sunada, the board unanimously approved the minutes of the meeting of January 17, 2019. Copy is attached.

PRESIDENT'S REPORT

No report at this time.

RESIDENT MANAGER'S REPORT

Dwight Gillman presented the Resident Manager's Report. Topics covered included, but were not limited to: WW continues to experience major leaks which are becoming costly, to the point where the master policy claim was filed for 7 of them. To date, 2 galvanized "T pipes" have rusted through. These types of pipes are supposed to last 40 years, and our property is now 45 years old. Another plumbing inspection is planned for 2020. Other maintenance includes painting slip resistant coating in the lobbies, trenching problem areas near the A building bridge and preparing for the office renovation. Pool usage is up and that has involved needing to shut it down because people have not been using the restroom. Security continues to be a problem with guards not showing up or when they do, untrained guards are being sent. Options are being considered to rectify this. There have been a couple of instances of crime on the property, and police reports were made. Due to the problems with the plumbing, minor projects are on hold until the finances recover, but the property is in good enough condition. Copy attached.

TREASURER'S REPORT

Sophie Kiper read a recap of the WW Financial report, which reiterated the condition of the failing pipes at WW, and the fact that many owners are not doing enough to ensure their plumbing is in good condition. As a result, we have had numerous occurrences of leaks that needed swift action. The AOO has had to pay out \$245K quickly to avoid development of mold and could not afford to wait for insurance companies to pay for these invoices. As a result, we have had to use some of the funds ear-marked for reserve projects. We are discussing what procedures should be in place to avoid this going forward. All reserve projects (except for the elevator modification) will be put on hold for a year. Delinquencies have been greatly reduced. We are implementing a policy where a lien will be placed against any unit more than

\$1000 in arrears. We will also be closely tracking delinquencies with cable, parking fines and other House Rules violations. Copy attached.

Casey Paet reviewed other financials. For the month ending April 2019, income received was \$270,114 and expenses were \$172, 284. For the month ending May 2019, income received was \$175,764 and expenses were \$163,022. Reserve is \$2,266,649. Copy of financials available in the office.

LANDSCAPE COMMITTEE'S REPORT

None at this time.

SECURITY REPORT

None at this time.

UNFINISHED BUSINESS

- A. House Rules Committee:** Secretary Amrhein provided a report of the House Rules Committee. The committee has been meeting monthly to update the current house rules to remove any ambiguity and make the rules easier to read. Copy of report attached.
- B. Bylaws Committee:** Secretary Amrhein provided a report of the Bylaws Committee. One meeting was held so far. Goal is to ensure the bylaws will reflect correct references to HRS 514B and suggest changes to update the bylaws to current day. Copy of report attached.

NEW BUSINESS

- A. SB551:** Director Sunada presented a recap of SB551, regarding non-judicial foreclosures. He described several reasons why the AOA would want to have this rule in place to assist us in recovering past due fees on units in foreclosure. Copy attached.

HOMEOWNER'S FORUM

The Homeowner's Forum started at 6:34 p.m. Topics included, but weren't limited to: question about who owns Waikalani Drive and why the pothole took so long to fix; opposition to SB551; question of what 2019 projects were started and completed, request for update on quick claim deeds; request for monthly financial reports in layman's terms; too much loitering in garage areas in the evening; can residents get more warnings instead of straight to citation; opinion that board of directors aren't doing enough.

At 8:09 p.m., at the conclusion of the Board Meeting and Owner's Forum, President Guzior called for a brief recess before going into the Executive Session.

EXECUTIVE SESSION

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NEXT MEETING

The date of the next board meeting is yet to be determined.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:30 p.m.

Submitted by:

Carole Amrhein

Carole Amrhein
Recording Secretary

Attachments:

Copy of Board of Director's Meeting Minutes dated 1/17/19

Resident Manager's Report

Treasurer's Report

House Rules Committee Report

Bylaws Committee Report

SB551

**RESOLUTION ON POLICY FOR THE BOARD OF DIRECTORS TO
NOTIFY OWNERS OF ACTION TO DISCONNECT CABLE, OR
CANCEL OTHER SERVICES, OR USE OF FACILITIES DUE TO
NON-PAYMENT OF MONTHLY MAINTENANCE FEES WHICH
BECOME PART OF ANY DELINQUENT ACCOUNT FOR ANY UNIT.**

The Waikalani Woodlands AOA Board of Directors resolves that any individual property owner residing at Waikalani Woodlands shall be:

1. Notified of their unit/s delinquency when two or more months of non-payment occurs; and non-resident owners shall also be notified of any delinquency, and rental garnishee action may be taken for the amount owing on the stated service;
2. Required to pay in full any amount due on cable, or other services, or fines, including, but not limited to Legal Fees for any action taken on behalf of the WWAOAO for the delinquency amount;
3. Required to submit full payment for the aforementioned services within ten(10) days of receipt of notification;
4. Required to contact the Management Company whereby the owner shall be provided with the total amount owing on the delinquency area of service/s;

I CERTIFY the foregoing Resolution was adopted by vote of the Board of Directors of the Association of Apartment Owners of Waikalani Woodlands at its Meeting or email voting conducted on October 10, 2019, and said vote shall be recorded in the Minutes thereof.

DATED: October 10, 2019.



Secretary
ASSOCIATION OF APARTMENT OWNERS OF
WAIKALANI WOODLANDS