

WAIKALANI WOODLANDS AOA

95-225 Waikalani Drive
Mililani, HI 96789

BOARD OF DIRECTORS MEETING MINUTES

Thursday, October 21, 2021 –6:30 P.M. – VIA ZOOM

CALL TO ORDER

President Jim Guzior called the meeting of the Board of Directors to order at 6:34 p.m.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Jim Guzior/President; Merle Kobashigawa/Vice President; Alan Kuyatt/Treasurer; Carole Amrhein/Secretary; Phil Sunada/Director; Cyril Washington/Director; Tony Goodrum/Director

Members Absent: None

By Invitation: Dwight Gillman, Resident Manager
April Padello, Hawaiian Properties

APPROVAL OF MINUTES

On the motion of Secretary Amrhein (seconded by VP Kobashigawa), the board unanimously approved the minutes of the Board of Directors meeting of September 16, 2021. Copies are attached.

TREASURER'S REPORT

April Padello provided the most recent figures. As of August, 2021 our operating cash was \$861,787. Reserves were \$2,237,595 for a total cash and reserve amount of \$3,099,382. On the motion of Secretary Amrhein (seconded by VP Kobashigawa), the board approved the accept the financials subject to audit. Copies will be in the office.

PRESIDENT'S REPORT

President Guzior gave a brief verbal report which recapped the recent board activities. Primary focus was on reviewing the budget for 2022. After keeping in place what is needed to keep the property safe yet keeping future expenses in check it was determined a 5% increase in maintenance fees will be the minimal amount needed. This translates to a monthly increase of \$25.63 for the 2 bedroom units, and a \$33.06 increase for the 3 bedroom units.

RESIDENT MANAGER'S REPORT

Dwight Gilman presented the Resident Manager's report. Items discussed included: a new administrative assistant was hired and began on 10/18/21; working through glitches while following the Safe Access protocols; setting up a vaccine clinic by the pool rec area for a tentative date of 11/20/21, probably from 9 – 2pm. This would provide Pfizer vaccines and boosters. Oahu Solutions will make some of their parking spots available on Waikalani Drive. Also updated the status of plumbing proposals to include pressure reducers and installation of container for golf carts.

LANDSCAPE COMMITTEE'S REPORT

None at this time.

SECURITY REPORT

Director Sunada gave a verbal security report, he is working on determining what will be needed as far as hiring security guards.

STANDING COMMITTEE REPORTS

None at this time.

UNFINISHED BUSINESS

- A. **FIRE LIFE SAFETY EVALUATION** – No update to status at this time.

NEW BUSINESS

On the motion of Vice President Kobashigawa the following payments (items A – H) were unanimously approved:

- A. **EV Station Proposal and Policy** – Process is slow.
B. **2022 Proposed Budget and Reserve Study** – On the motion of President Guzior (and seconded by Secretary Amrhein) the board unanimously approved a 5% increase to the maintenance fees for 2022 (subject to any unforeseen changes). New fees will be \$597.63/month for 2 bedroom units, and \$753.70/month for 3 bedroom units.

HOMEOWNER'S FORUM: A Homeowner's Forum was held. The main question was about the need for the maintenance fees to go up. The board explained the need for an aging property like WW to have ongoing maintenance projects to keep everyone safe, the largest of which at this time is the elevator modifications.

EXECUTIVE SESSION

At 7:33pm the board meeting ended and the Board of Directors entered an Executive Session.

NEXT MEETINGS

The next Board of Directors meeting will be a regular board of directors meeting to be held on November 19, 2021 at 6:30pm at the pool/rec area. If CoVid conditions change, the meeting will be held via Zoom.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:22 p.m.

Submitted by:



Carole Amrhein
Recording Secretary

Attachments:

Copy of Board of Director's Meeting Minutes dated 9/14/21

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ESTABLISH A QUORUM

A quorum was established.

Members Present: Jim Guzior/President; Merle Kobashigawa/Vice President; Alan Kuyatt/Treasurer; Carole Amrhein/Secretary; Phil Sunada/Director; Cyril Washington/Director; Tony Goodrum/Director

Members Absent: None

By Invitation: Dwight Gillman, Resident Manager
April Padello, Hawaiian Properties

APPROVAL OF MINUTES

On the motion of Secretary Amrhein, the board unanimously approved the minutes of the Board of Directors meeting of January 14, 2021. In addition, on the motion of Secretary Amrhein, the board unanimously approved the minutes of the Reconvened Annual Meeting and Organizational Meeting of July 16, 2021. Copies are attached.

PRESIDENT'S REPORT

President Guzior gave a brief verbal report which recapped the recent board activities. Concern has been expressed about the condition of our buildings, following the catastrophic collapse which occurred in Florida over the summer. WW AOA regularly inspects the buildings for any spalling issues and makes sure they are repaired. Regarding our roofs, Buildings A and B have had their roofs replaced. Building C's roof was replaced 5 years ago and Building D is planned for 2023. Plans are for the elevator modifications to take place in both A and B buildings which should save us money by not putting it off. Next is the budget review which will be starting in the next couple weeks. Since utilities always increase we will see what areas we can cut.

TREASURER'S REPORT

April Padello provided the most recent figures. As of July, 2021 our operating cash was \$1,106,640. Reserves were \$1,989,510.45 for a total cash and reserve amount of \$3,096,150.59. The board asked April Padello to transfer \$244, 722 from cash to reserve. On the motion of President Guzior, the board approved the accept the financials subject to audit. Copies will be in the office.

RESIDENT MANAGER'S REPORT

Dwight Gilman presented the Resident Manager's report. Items discussed included: update on a beehive on the top level of the B building; bulky item pickup that was scheduled from Waikalani Drive; upcoming elevator modification project for A and B buildings; the new rules regarding use of the pool and the requirement to show proof of vaccination.

LANDSCAPE COMMITTEE'S REPORT

None at this time.

SECURITY REPORT

Director Sunada gave a verbal security report, specifically visitor log parking violations for the first half of September. A building had 12 violations, B 5 violations, C 17 violations and D had 59 violations.

STANDING COMMITTEE REPORTS

None at this time.

UNFINISHED BUSINESS

- B. **ELEVATOR MODIFICATION** – After some discussion it was decided to remain with Kone.
- C. **FIRE LIFE SAFETY EVALUATION** – Additional bids for work will be sought out. Need to determine when the due dates are and if they have been changed due to CoVid.

NEW BUSINESS

On the motion of Vice President Kobashigawa the following payments (items A – H) were unanimously approved:

- C. **FURUTA PLUMBING**– \$15,556.33 to reroute fire hose cabinet.
- D. **JOHNSON CONTROLS** – \$64,045 for electrical installation at C building for fire alarm.
- E. **IMUA LANDSCAPING** - \$21,989.52 for removal of Albizia tree.
- F. **RAINBOW ROOFING** - \$140,000 to re-roof A building.
- G. **RAINBOW ROOFING** - \$16,900 cost of using a smaller truck for easier access behind buildings to haul supplies.
- H. **DOUGLAS** - \$90,000 for consulting services for FLSE.
- I. **PRAGMATIC PROFESSIONAL ENGINEERS** - \$11,600.02 for fire safety project.
- J. **KONE** - \$34,362 and \$48,587.30 for work on C building.

- K. **EV Station Proposal and Policy** – Proposals are still being sought at this time.

HOMEOWNER'S FORUM: A Homeowner's Forum was held beginning at 6:35. Comments included but weren't limited to: suggestion to erect a sign by the bridge leading to the C/D parking garage, to encourage people to feed only birdseed to the ducks below, and not feed them bread; questions were also raised about the types of investments the AOA can use; question about when our current Hawaiian TelCom contract is due to renew, are more people using streaming services instead, can this be something to be considered if we renew with HTC; a request was made to make part of the current park area behind the pool into a dog park (suggestion was made for a plan and request to be submitted to the board).

EXECUTIVE SESSION

At 7:31pm the board meeting ended and the Board of Directors entered an Executive Session.

RECONVENED BOARD OF DIRECTORS MEETING

At 8:31pm the board ended the Executive Session and reentered the Board of Directors Meeting.

On the motion of Vice President Kobashigawa, the board unanimously approved to purchase a new shipping container from Containers Hawaii in the amount of \$11,000. This will be used to house up to 7 carts that are used by the WWAOAO crew and Resident Manager. Taxes, electrical wiring, shelving, windows and doors will be an extra cost, yet to be determined.

NEXT MEETINGS

The next Board of Directors meeting will be a budget review meeting for Directors only along with April Padello and Dwight Gilman, to begin at 6:30pm on October 14, 2021 at the pool/rec area.

One week later there will be a Board of Directors meeting via Zoom that will be open to owners as well. This meeting will be used to approve the budget for 2022 and will begin at 6:30pm.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:17 p.m.

Submitted by:

A handwritten signature in black ink that reads "Carole G Amrhein". The signature is written in a cursive style with a large, stylized "G" and a long horizontal flourish at the end.

Carole Amrhein
Recording Secretary

Attachments:

Copy of Board of Director's Meeting Minutes dated 1/14/21
Copy of Adjourned Annual Meeting Minutes dated 7/16/2021
Copy of Organizational Meeting Minutes dated 7/16/2021