

**LAHAINA RESIDENTIAL ASSOCIATION OF APARTMENT OWNERS
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, JULY 28, 2020**

CALL TO ORDER:

A quorum being present, President Jerry Scheltens called the Board of Directors Meeting of the Association of Apartment Owners of Lahaina Residential to order at 4:15 PM. Meeting was held at Lahaina Residential BBQ area.

DIRECTORS PRESENT IN PERSON OR VIA PHONE:

President, Jerry Scheltens; Vice President, Paul Ratterman; Treasurer, Gloria Kaufman; Secretary, Chris Montana; Dawn Allen, Director (via phone)

OWNERS PRESENT:

Michael Whyte #201; Carol Marks #114; Joan Warner #105; Tina Scheltens #104; Christy Shaver #117; Rebecca Wimmer #204; Anne McCoy #219.

OTHERS PRESENT:

Rod Quam, Lysa Tracy & Michael Deatrick, Quam Properties – Managing Agent.

CERTIFICATION OF NOTICE:

Rod Quam certified that Notice of Meeting was sent to all Directors, posted on property, and a copy was filed in the office on July 16, 2020.

APPROVAL OF MINUTES:

Motion: *To approve the minutes dated December 17, 2019 as presented.*
(Ratterman/Allen) **CARRIED** unanimously.

CONSENT AGENDA:

Motion: *To approve the following email votes taken between meetings:*

- *5th Element Quote 535 in the amount of \$2,838.52 for first phase installation of gravel border against buildings*
- *5th Element Quote 674 in the amount of \$6,562.46 or final phase installation of gravel border against buildings*
- *Valley Isle Lighting Quote 21712 in the amount of \$6,326.78 for entry light fixture purchase.*

(Ratterman/Kaufman) **CARRIED** unanimously.

OFFICERS REPORT:

No Director reports.

MANAGEMENT REPORT:

Rod Quam reported that as of June 30, 2020: the Association financials reflected:

\$675,095.10 cash and equivalents

\$756,366.23 Reserves

Total of \$1,431,461.33

Association is \$5,666.67 under budget in June, and \$21,974.60 under budget YTD.

Current monthly gain is \$6,898.76, and YTD gain of \$31,117.11.

Rental unit income through June totals \$13,328.02.

The Board was advised that another Lease Fee purchase was finalized in May 2020. Funds for the Lease Fee purchases are deposited to Reserves.

Michael Deatrick provided the following updates/accomplishments to the Board on behalf of Jason Ganis as Site Manager and Quam Properties as Managing Agent:

- manage algae blooms in pool;
- ordered new pool filter cartridges to replace old;
- croton planted where Ballard removed;
- parking lot island planter thinned out and new ixora planted;
- property wide fertilizer and snail bait broadcast;
- all gates, mailboxes, dumpsters, handles cleaned and sanitized due to COVID;
- irrigation constantly being adjusted and repaired or replaced as needed;
- several large holes filled with sand and compost;
- many tree roots removed;
- storm drains cleaned out and grates fabricated and replaced;
- oversight of landscape boarders and rocks project;
- address house rules as needed;
- power washing around perimeter of pool;
- new paint on driveway wall and dumpster borders;
- yellow paint on speed bumps ;
- manage landscapers;
- coordinate weekly walkthrough to increase communication and accomplish our goals;
- repair fence section with new post and runners on Front Street border;
- seeding bald areas of grass as needed;
- met with vendors to come up with a plan for bird infestation/noise near bedrooms;
- preparation of property for hurricane

OLD BUSINESS:

Mail Box Pedestal repairs/replacement:

Quam presented the Board with USPS approved option for two (2) centralized pedestal banks of mailboxes and parcel lockers. It was requested that Quam go back and research option to replace boxes in their current location. Quam presented a style of mailbox that meets the Board criteria to replace individual boxes with locking boxes in the same location.

Motion: *To purchase "Mail Boss 7506 Mail Manager Curbside Locking Security Mailbox" at a cost not to exceed \$6,500.'*
(Kaufman/Montana) **CARRIED** unanimously.

Landscape Projects:

- Motion:** *To accept the following proposals from 5th Element Landscaping:*
- \$1,208.33 for hedge replacement and irrigation repair spanning from the carwash area to Front Street
 - \$1,296.87 for installation of phase throughout the project
- (Ratterman/Kaufman) **CARRIED** unanimously.

NEW BUSINESS:

Discussion was held regarding pending contract reviews for painting, roofing and gutter projects.

NEXT MEETING DATE:

The next Board of Directors meeting is scheduled for September 16, 2020 at 4:15 PM. Lahaina Residential BBQ area.

ADJOURNMENT:

With no further business, the Board of Directors unanimously agreed to adjourn the meeting at 5:35 PM.

Respectfully submitted,
Lysa Tracy, CMCA[®] AMS[®] R(S)
Quam Properties Hawaii, Inc.

DRAFT