

WAIKALANI WOODLANDS AOA

95-225 Waikalani Drive
Mililani, HI 96789

BOARD OF DIRECTORS MEETING MINUTES

Thursday, May 5, 2022 –6:30 P.M. – VIA ZOOM

CALL TO ORDER

President Jim Guzior called the meeting of the Board of Directors to order at 6:38 p.m.

ESTABLISH A QUORUM

A quorum was established.

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

Members Absent:

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 13, 2021. Copy is attached.

TREASURER'S REPORT

Treasurer Kuyatt provided the most recent figures. As of March, 2022 our operating cash was \$627,727, reserves were \$2,629,877 for a total cash and reserves of \$3,327,604.

PRESIDENT'S REPORT

President Guzior gave the President's Report regarding the elevator modifications. Building A will be done 1Q23 and B building will be done last. We will pay an extra \$40K to get the work done on B faster since there's only one elevator to service the entire building.

RESIDENT MANAGER'S REPORT

Dwight Gilman presented the Resident Manager's report. Items discussed included: thanking Oahu Solutions for fixing the lights on Waikalani Drive, 6 cameras were also installed; Bulky Item pickup will begin again, limited to 20 items per month (alternating between appliances and furniture); pressure washing going on; spalling to begin soon in A building; looking to hire for security, issues ongoing; plumbing inspections late to start, will probably go with Dan Does Plumbing instead of Sage; we may engage counsel with BOW regarding the problem with the pressure valves; the AOA still intends to get a container to house the carts but the ground needs to be prepared first and with all the recent rains manpower has had to be directed elsewhere; sick trees on the grounds; supply line water inspections; roosters being caught; A building's roof repairs caused leaks to several units below, expenses to be deducted from Rainbow Roof's invoice.

LANDSCAPE COMMITTEE'S REPORT

None at this time.

SECURITY REPORT

Director Sunada gave an update. Costs are increasing because of work situations becoming dangerous. Still looking for candidates to fill positions.

STANDING COMMITTEE REPORTS

None at this time.

UNFINISHED BUSINESS

- A. **FIRE LIFE SAFETY EVALUATION** – Drawings have been finished; waiting on Douglas Engineering.
- B. **EV Station Proposal and Policy** –Research ongoing, will check out Evercharge.

NEW BUSINESS :

- A. **T Wong CPA LLC** – the Board unanimously ratified the approval of using T Wong CPA LLC as auditor for the years 2017, 2018, 2019 and 2020.

HOMEOWNER'S FORUM: A Homeowner's Forum was held. Questions were brought up whether a citations for 2 outdated motorcycle safety stickers would be waived if they are updated (had issues with work schedule); questions about the new style of screen/safety doors allowed (decisions still be determined in the committee); suggestion about adding signage at the site of visitor parking to remind visitors to sign in (might not be aware if they don't take the elevator where the current signs are posted); can the AOAO become approved for FHA loans (includes paying for insurance); can extra bushes by C/D garage exit be transplanted to other areas of the property where there are bare patches; can we sleeve the damaged corner post by the HECO area; is security 24/? (not currently); can spiders be cleared away from walkways in B building.

NEXT MEETINGS

The next Board of Directors meeting will be held on Thursday, August 18, 2022 at 6:30pm. The budget for 2023 will be reviewed. Location will be by the pool/rec area, unless otherwise indicated.

EXECUTIVE SESSION

At 8:12 pm the board meeting ended and the Board of Directors entered an Executive Session. During the session the following motions regarding Security were passed unanimously:

Based on research of industry standards, the Board approved an increase of pay from \$18 - \$24/hour, effective 1/1/2022.

After careful review of job performance, the rate of pay will be reduced from \$23 - \$20/hour. The effective dates are: Jerry 5/23/22, and Joseph 5/11/22.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:42 p.m.

Submitted by:



Carole Amrhein
Recording Secretary

Attachments:

Copy of Board of Director's Meeting Minutes dated 1/13/22

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BOARD OF DIRECTORS MEETING MINUTES

Thursday, January 13, 2022 –6:30 P.M. – VIA ZOOM

CALL TO ORDER

President Jim Guzior called the meeting of the Board of Directors to order at 6:35 p.m.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Jim Guzior/President; Carole Amrhein/Secretary; Cyril Washington/Director; Tony Goodrum/Director

Members Absent: Merle Kobashigawa/Vice President; Alan Kuyatt/Treasurer; Phil Sunada/Director

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 November 19, 2021. Copy is attached.

TREASURER'S REPORT

President Guzior provided the most recent figures. As of November, 2021 our total cash and reserves were \$3,153,730.89. He went on to explain that the reserve funds are used for large maintenance projects for the property, the largest at this time being the elevator modifications. Of all the HOA fees collected each month, \$47K gets added to our reserve fund to keep it healthy.

PRESIDENT'S REPORT

None at this time.

RESIDENT MANAGER'S REPORT

Dwight Gilman presented the Resident Manager's report. Items discussed included: plumbing inspections to take place between late February to late May; AOA is seeking pricing for pressure valves to prevent another surge in pressure which resulted in many water heaters leaking (and potentially increasing the amount of the AOA's deductible from \$25K to \$50K; the AOA still intends to get a container to house the carts but the ground needs to be prepared first and with all the recent rains manpower has had to be directed elsewhere; the A building's garage had the large crack investigated and it was determined to still be structurally sound; the AOA is getting bids regarding the FLS; encouraging those who are interested to form a committee to research different styles of screen and security doors and determine a standard to follow (two owners already volunteered).

LANDSCAPE COMMITTEE'S REPORT

None at this time.

SECURITY REPORT

Dwight Gilman gave an update. Still trying to find weekend staff. The residents have been compliant lately so that's good news. There may be one person ready to train beginning the week of January 17, 2022.

STANDING COMMITTEE REPORTS

None at this time.

UNFINISHED BUSINESS

- C. **FIRE LIFE SAFETY EVALUATION** – Drawings have been finished; waiting on Douglas Engineering.

NEW BUSINESS

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

- B. **EV Station Proposal and Policy** – Electrical upgrades would be needed and the costs would be covered by the party wanting the charging station. Estimates are between \$25K - \$30K because of the manpower needed to dig trenches for the electrical. Research ongoing.
- C. **Annual Meeting 2022** – The date of the **Annual Meeting has been set for March 25, 2022**. Registration would begin at 6pm, with the meeting starting at 6:30. We anticipate holding it at the pool/rec area. Whatever date is selected, notifications will need to go out 60 days prior, to allow for potential board candidates to submit their bios.
- D. **2017 – 2021 Audit Report / CPA Services** – The audit for the years 2017, 2018, 2019 and 2020 were just received by April Padello from T Wong CPA LLC. April will look for an alternate CPA to prepare the audits, going forward beginning with the year 2021's audit.

HOMEOWNER'S FORUM: A Homeowner's Forum was held. Questions were brought up whether green space by the B and D buildings could be used for a dog park (there is concern about liability); it was further mentioned that non-residents were bringing their dogs to the green area by the D building and not curbing them, and could we do something about that (contact will be made with the resident manager of Evergreen); people are hanging out after dark by the green area by the D building and being noisy plus smoking marijuana; questions were raised about when to contact the office for renovations (any time plumbing or wall removal is done, to ensure that damage isn't accidentally done to other units, and to make sure that contractors are disposing the waste material and to caution neighbors of upcoming noise as a courtesy); complaint about people feeding pigeons and roosters by the A building; questions about replacement screen doors and did it mean that everyone needed to replace theirs (not necessary) but it was time for a new standard for screen door to be researched and selected (people interested can contact Dwight).

NEXT MEETINGS

The next Board of Directors meeting will be the Annual Meeting, to be held on Friday, March 25, 2022 at 6:30pm. Registration will begin at 6pm. Location to be determined, hopefully by the pool/rec area.

EXECUTIVE SESSION

At 7:35 pm the board meeting ended and the Board of Directors entered an Executive Session. During the session the following motions were passed unanimously:

Secretary Amrhein motioned that payment will be made to the owner of A807 in the amount of \$2,500 as reimbursement for a deductible paid by A807 from the result of a leak into their unit.

Secretary Amrhein motioned that payment will be made to the owner of A707 in the amount of \$500 as reimbursement for a deductible paid by A707 from the result of a leak into their unit.

Secretary Amrhein motioned that payment will be made to T Wong CPA LLC in the amount of \$14,293.19 for preparation of annual audits of WWAOAO's financial statements for the years 2017, 2018, 2019 and 2020.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:04 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 long horizontal flourish at the end.

Carole Amrhein
Recording Secretary

Attachments:
Copy of Board of Director's Meeting Minutes dated 11/19/21