

WAIKALANI WOODLANDS AOA

95-225 Waikalani Drive

Mililani, HI 96789

BOARD OF DIRECTORS MEETING MINUTES

Thursday, August 18, 2022 –6:30 P.M.

CALL TO ORDER

President Jim Guzior called the meeting of the Board of Directors to order at 6:32 p.m.

ESTABLISH A QUORUM

A quorum was established.

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

Members Absent: Alan Kuyatt/Treasurer

By Invitation: Dwight Gillman, Resident Manager
April Padello, Hawaiian Properties
Dan Wade, Dan Does Plumbing

APPROVAL OF MINUTES

On the motion of Secretary Amrhein, the board unanimously approved the minutes of the Board of Directors meetings of May 5, 2022 and July 20, 2022. Copies are attached.

TREASURER'S REPORT AND PRESIDENT'S REPORT

President Guzior provided the most recent figures. As of July, 2022 our operating cash was \$529,423, reserves were \$2,734,498 for a total cash and reserves of \$3,263,921. The AOA is in the black. The remaining 3 elevator cabs for buildings A and B will have their modifications done beginning in Spring 2023. Later in September and October the board will determine the budget for next year since we are waiting to hear how much our insurance will increase. In 1-2 years there will be a special assessment for the Fire/Life/Safety requirements. Assessment per unit might be in the \$5K-\$7K BUT the president stressed there is no way to know for certain how much it will be. Secretary Amrhein motioned for the financials for April 2022, May 2022, June 2022 and July 2022, to be accepted subject to audit. Unanimously approved.

RESIDENT MANAGER'S REPORT

Dwight Gilman presented a brief Resident Manager's report. Items discussed included: Getting caught up on various projects around the property, preparing for the upcoming inspections.

UPCOMING PLUMBING INSPECTION

Director Sunada presented an overview of the plumbing inspections. They will take place between 9/9/22 to 10/14/22. A building will be first. Inspections will be on Monday, Wednesday and Fridays. Repair days will be on Tuesdays and Thursdays. Times are from 8-12, and 12:30 to 3:30pm. (subject to change) Owners will be notified by email or regular USPS mail of the appointment slots available. Non-compliance will result in fines being assessed.

DAN DOES PLUMBING PRESENTATION

Dan Wade from Dan Does Plumbing provided a brief presentation to explain how the plumbing inspection will be conducted and what to expect. He also showed what the inspection forms look like and what areas he will be reviewing.

LANDSCAPE COMMITTEE'S REPORT

None at this time.

SECURITY REPORT

None at this time.

STANDING COMMITTEE REPORTS

None at this time.

UNFINISHED BUSINESS

- A. **FIRE LIFE SAFETY EVALUATION**– Did not get discussed, will try to revisit at next meeting.

- B. **EV Station Proposal and Policy** Did not get discussed, will try to revisit at next meeting.

NEW BUSINESS :

- A. **2023 BUDGET AND RESERVE STUDY** – Tabled until next board meeting in September.

HOMEOWNER'S FORUM: A Homeowner's Forum was held. Comments and questions included: do HOA fees increase if the unit is higher in the building? (no); what projects remain to be done for the year, could we establish a dog park on the premise/put it to a vote to the owners, people need to be more responsible for their units, avoid unnecessary leaks that tie up Dwight's time, dogs are a problem at A building, unit has excessive pets, owner wants to volunteer to build charcoal holders for the BBQ pits, could there be boundaries for the grass blowers? The gas fumes are offensive, could the refreshment area around the pool area be cleaned on a more regular basis, owner wishes to donate his extra parking space for someone with disabilities, questions about where newsletters and minutes are posted (Town Square is an option along with Channel 57 and 58, and WW website needs to be updated), with everyone coming out of CoVid, a sense of community is desired.

NEXT MEETINGS

The next Board of Directors meeting will be held on Thursday, September 22, 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 8:05 pm the board meeting ended and the Board of Directors entered an Executive Session.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:23 p.m.

Submitted by:



Carole Amrhein
Recording Secretary

Attachments:

- Copy of Board of Director's Meeting Minutes dated 5/5/22
- Copy of Board of Director's Meeting Minutes dated 7/20/22

WAIKALANI WOODLANDS AOA

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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

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

NEW BUSINESS :

- B. **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

WAIKALANI WOODLANDS AOA

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BOARD OF DIRECTORS MEETING/EXECUTIVE SESSION MINUTES

Wednesday, July 20, 2022 –6:30 P.M.

CALL TO ORDER

President Jim Guzior called the meeting of the Board of Directors to order at 6:32 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: None

By Invitation: Dwight Gillman, Resident Manager
April Padello, Hawaiian Properties
Sue Savio, Insurance Associates, Inc.

EXECUTIVE SESSION

At 6:32 pm the Board of Directors entered an Executive Session.

The topic of this session was the insurance concerns for our AOA. In order to avoid large increases to our insurance rates, we need to show we are being proactive in keeping the infrastructure of our buildings in good condition, to prevent further leaks and water damage.

Two items were discussed; installing pressure regulators and conducting plumbing inspections.

After discussing with Sue Savio, it was determined that it was more important at this time to begin plumbing inspections, as soon as possible. Must be done by a licensed plumber that WWAOAO will select. Select plumber soon and begin to determine available dates, then sign up units for inspections, building by building. Access to inner wall is crucial. Those who don't have access panels will need to have them installed prior to the inspections. Dwight said cost is minimal, \$20 per panel. Items to inspect will include pipes to make sure they aren't leaking, toilets, faucets, and appliances (especially hot water heaters since their life is 8-10 years).

WWAOAO will pay for the inspections, however any subsequent necessary repair work is the responsibility of the unit owner. They can use the inspecting plumber to repair, or choose a licensed plumber of their own choosing.

Those owners who miss their appointments will be charged a fine (to be determined). The rate per unit is estimated to be approximately \$70, so the fines will be based on that amount.

It was asked what section of the house rules this would fall under. It was also mentioned that 514B-137 might cover this as a High Risk Component. The intent and goal is for there to be cooperation by all.

At the conclusion of the discussion the following motion was passed unanimously:

Motion to begin plumbing inspections as soon as possible, pending the hiring of a licensed plumber. Cost of the inspections are to be covered by the WWAOAO, and any subsequent necessary repairs are the responsibility of the owner, who will use a licensed plumber. Passed unanimously.

ADJOURNMENT

There being no further business, the Executive Session adjourned at approximately 8:45 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