

Association of Apartment Owners
Wailea Fairway Villas
Board of Directors' Meeting Minutes
November 9, 2018

Board Members Present: Tara Weikum, President; Mike Luckado, Vice President;
(In Person) Mark Waite, Secretary; Bill O'Connell, Treasurer; Dennis
Adams, Assistant Treasurer; and Director Tom Logan

Board Member Absent: Renee Stigers

Owners Present: Karen Frangipane, W201; John Moore, W102; Michael Hunt,
Q101; Sid Kirkland, W101; Thomas and Norma Millhouse,
V101; Connie Atwood, F102

Other Attendees: Cole Glover and Sara Freitas, Destination Maui, Inc.; Brian
Heffernan, Assistant Manager; and Louise Rockett, Recording
Secretary

I. DECLARATION OF QUORUM

A quorum was declared with six Directors present either in person or by telephone.

II. CALL TO ORDER

President Tara Weikum called the Wailea Fairway Villas Association of Apartment Owners Board of Directors' Meeting to order at 9:05 a.m. The meeting was held at Wailea Fairway Villas, Wailea, Maui, Hawaii.

III. PROOF OF NOTICE

It was certified Notice of Meeting was sent in accordance with the Association governing documents on November 5, 2018, and it was posted on property in compliance with Hawaii State Law.

IV. INTRODUCTIONS

Introductions were made at this time.

V. OWNERS' FORUM

An Owners' Forum was held, with the following topics discussed: 1) Removing palm trees at owners' expense to open up views; and 2) Thanking the volunteer Board for their hard work.

VI. APPROVAL OF MINUTES

MOTION: To approve the Minutes of the July 13, 2018, Board of Directors' Meeting,
as presented.
O'Connell / Waite Unanimous Approval

VII. TREASURER'S REPORT

Treasurer O'Connell updated the Board on the financial status of the Association as of September 30, 2018. Through September, net revenue was close to \$30,000, compared to \$10,000 through September 2017.

Overall, actual operating expenses are slightly above 2017 figures. Due to conservation efforts, water expenses are down about \$25,000 this year. Electricity costs are down about \$7,500 with new LED lights installed in the parking lot. Revenues are up due to the 2% increase in maintenance fees last year.

The Treasurer projected the Association will end the year close to budget.

VIII. SITE MANAGER'S REPORT

Brian Heffernan updated the Board on Association activities and projects since the July Meeting.

Two monkey-pod trees were removed in late September. The landscaping project along the street began October 22, and the planting project at the A Building started October 29. Two trees were removed near the J Building.

An irrigation leak was fixed near the Q Building. The irrigation system and water usage are checked multiple times each week.

Owners in the Y and D Buildings have complained about interactions with mongooses. The Site Manager has set traps.

The pressure-washing schedule will resume when a new Site Manager is hired.

The tenant is moving out of the Association's unit, C-201, on November 11. The unit will be inspected and repaired as needed.

There have been many complaints about parking; existing rules must be enforced.

IX. MANAGING AGENT'S REPORT

Mr. Glover thanked Mr. Heffernan (Brian) for his hard work while the Association transitions to a new Site Manager. He is confident that the new Site Manager will be a good fit.

Owners' concerns about parking will be discussed later in the Meeting. Owners communicate with DMI on an ongoing basis.

X. PRESIDENT'S REPORT

The President began by thanking Board members for their hard work. The Treasurer and Assistant Treasurer have been busy preparing the 2019 budget.

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Board members helped select new Site Manager J.D. Livingstone, who will start work on November 26, 2018. The President thanked Mr. Heffernan (Brian) for handling a great deal of extra work the last two months, after the previous Site Manager left.

The President said the new landscaping will look great, including the new curbside project, and she thanked Island Plant for their efforts and input.

XI. OLD BUSINESS

A. No Smoking Amendment

Mr. Glover said two-thirds of owners have voted on the proposal. The voting period lasts for one year, and 67 percent approval by ownership is required to enact a No Smoking Policy. Currently, 50.3 percent of owners voted in favor of making the change. Forty owners have not yet responded. DMI will try to contact owners who haven't voted.

MOTION: To authorize DMI to send another e-mail blast to an updated e-mail database of owners for the No Smoking proposal.

Adams / Logan

Unanimous Approval

B. Review of Vendor Contracts

DMI reviewed the Association's contracts from Spectrum, Island Plant, Bowman Termite & Pest Management, Aloha Waste and other vendors. The contracts will be discussed in Executive Session.

XII. NEW BUSINESS

A. DMI E-mail Database Update

The President said DMI needs to update its e-mail database for the Association, as some owners are not included. Mr. Glover will be provided with a current list of owners' e-mail addresses to compare against DMI's records, and a new spreadsheet will be created. DMI will inform owners that opting to receive e-mail communications saves the Association a significant amount of money on postage.

MOTION: That any list of e-mails from owners obtained by DMI or any Board member be used only by DMI or Board business. The list will not be shared with other owners.

O'Connell / Waite

Unanimous Approval

B. 2019 Budget

The 2019 Budget proposes a 1 percent increase in maintenance fees: \$8 more per month to \$670 for two-bedroom units, and an increase of \$13 per month for three-bedroom units to \$1,139.

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The Treasurer noted and explained budget variances in utilities, revenues and vendors. He answered questions Board members had.

MOTION: To approve the 2019 Budget, subject to approval of discussion of salaries in Executive Session.

Luckado / Logan Unanimous Approval

C. New Site Manager

The Association has hired new Site Manager J.D. Livingstone, who will begin work on November 26, 2018. The Board will create a project priority list for him.

XIII. NEXT MEETING DATES

The next Board of Directors' Meeting will be held on January 11, 2019, at 9 a.m. at Wailea Fairway Villas.

XIV. EXECUTIVE SESSION

The Board went into to Executive Session at 10:15 a.m. Regular Meeting business resumed at 12:40 p.m.

XV. NEW BUSINESS (Continued)

D. Payroll

MOTION: To approve the payroll, as discussed in Executive Session.

O'Connell / Waite Unanimous Approval

XVI. ADJOURNMENT

The Meeting was duly adjourned at 12:43 p.m.

Louise Rockett,
Transcriptionist