

**ASSOCIATION OF APARTMENT OWNERS OF
WAILEA FAIRWAY VILLAS
BOARD OF DIRECTORS MEETING VIA ZOOM
Friday, July 24, 2020**

DIRECTORS PRESENT: Dennis Adams, Interim President/Treasurer; Michael Luckado, Vice President; Renee Stigers, Secretary; Kristi Dunning, Tim Engberg, Edy Salenger, Directors.

OTHER ATTENDEES: Steven Berger Site Manager; Enza Froio, Recording Secretary, Aloha Office Services.

OWNERS PRESENT: Rick and Terry Duguay Q202 ; John & Joanie Moore, W102; Nathan Lifsis A101; Connie Atwood, F102; Jeff and Kim Henry, A201; Katherine and Rich Young, R102; Tom Logan, Z103; Nancy Tripp, N102; Dennis Sugiyama, G201; Thomas Millhouse, V101; Phil Kajunsky, Q102; Katherine Place N101; Mary Henig, L201.

CALL TO ORDER

Mr. Adams called the Zoom Board of Directors Meeting of the Association of Apartment Owners of Wailea Fairway Villas to order at 9:02 a.m. A quorum was established with six (6) of seven (7) Directors present via Zoom.

MEETING NOTICE

Mr. Berger stated that Meeting Notice was emailed to Directors of record and filed in the office of the managing agent on July 17, 2020 and posted on property in accordance with Chapter 514B Condominium Property Regime of the Hawaii Revised Statutes.

MEETING RULES

The Meeting Rules of Conduct were reviewed.

RATIFICATION OF ACTION

Motion: *To ratify the unanimous decision by the Board of Directors for Dennis Adams to take on the role of Interim Board President until the Annual Owners Meeting scheduled for September 12, 2020. (Engberg/Stigers)*

CARRIED unanimously.

It was noted that Ms. Judy Beneventi (former President) submitted her resignation from the Board of Directors. Ms. Beneventi was acknowledged for her time, effort, and talent.

APPOINTMENT OF DIRECTOR

Motion: *To appoint Rick Duguay to fill the vacant position on the Board of Directors until the next Annual Meeting. (Dunning/Salenger)*

CARRIED unanimously.

CHANGE OF VICE PRESIDENT

Mr. Luckado has requested to step down as Vice President and to serve as a Board Director only. Ms. Salenger has volunteered to serve as Vice President.

Motion: *To approve a change of officers for Edy Salenger to serve as Vice President and for Michael Luckado to serve as Director-at-Large. (Engberg/Stigers)*

CARRIED unanimously.

CONSENT CALENDAR - APPROVAL OF MINUTES

Motion: *To approve the Special Board Meeting minutes dated February 5, 2020 as presented. (Engberg/Dunning)*

CARRIED unanimously.

Motion: *To approve the Special Board Meeting minutes dated March 30, 2020 as presented. (Dunning/Luckado)*

CARRIED unanimously.

Motion: *To approve the Special Board Meeting minutes dated April 10, 2020 as presented. (Stigers/Salenger)*

CARRIED unanimously.

Motion: *To approve the Special Board Meeting minutes dated April 28, 2020 as presented. (Dunning/Engberg)*

CARRIED unanimously.

Motion: *To approve the Board Meeting minutes dated May 29, 2020 as presented. (Engberg/Stigers)*

CARRIED unanimously.

Motion: *To approve the Special Board Meeting minutes dated June 10, 2020 as presented. (Engberg/Dunning)*

CARRIED unanimously.

REPORTS

President/Treasurer's Report

Mr. Adams presented his report. Our major goal for the rest of the year is to minimize turnover on the Board and with Association employees. We are making progress on our bigger projects. The Board will be reviewing bids for the unit shutoff valves, dryer vent cleaning, and the replacement of ducting in the attic spaces, as well as the trash enclosure gates.

Our financials continue to be very strong. We are in an excellent cash position, our delinquencies are low, and we just passed the \$2 million mark in reserves.

Site Manager's Report

Mr. Berger presented his report. Landscaping on the property has been a priority due to the extremely hot weather and to stay on top of the lawns in order to avoid brown spots. Various landscaping upgrades have taken place such as the planting of oleanders at the edge of the golf course, as well as the root pruning of the Hong Kong orchid tree and project completion at Building U. The trash enclosure prototype was completed at the Building L enclosure. Positive feedback has been received from some residents. The water shut off valve replacement trial was done with two plumbing vendors at Buildings A & R with Island Plant doing pre and post work. Lanai shades have been installed in various units and are very aesthetically pleasing. Mr Berger thanked Mary Adams for sourcing a new vendor and for being instrumental in moving this project forward after the previous vendor did not pan out. The position for a Maintenance Technician was re-advertised and a candidate had been hired. The statute requires that all AOA employees undergo a background check, which had been delayed because of the ongoing pandemic. The new hire's photo together with an announcement will be posted to the web site once he starts.

Mr. Luckado noted the importance of receiving training on the software program for the solar panels.

The Board acknowledged Mr. Berger for his efforts related to the trash enclosure project.

OLD BUSINESS:

Update on Trash Enclosures

The prototype of the trash enclosure at Building L is complete. A bid to complete the remaining four (4) trash enclosures will be discussed in Executive Session.

Mr. Luckado suggested consulting the contractors for ideas to prevent the doors from hitting the enclosure in strong winds (e.g. a spring-loaded hinge in the middle of the door). He also recommends the prototype be evaluated for a specific time to ensure durability.

Raphis Palm and Water Shut Off Valve

Mr. Berger stated that proposals have been received and will be further discussed in Executive Session. The project involves three steps: 1) landscape preparation, digging out existing valve

boxes and removal of intrusive roots; 2) replacement of shut off valves by plumbers; and 3) install root barrier and replacement of the valve box. Mr. Berger noted the potential to use “special project hours”, which the Association has accumulated with Island Plant, to assist with part of the project.

Pictures are included in the board packet and on the web site. Mr. Luckado noted that he has created a document with operating instructions on water shut off valves for Residents.

Update on Dryer Vent Cleaning and Duct Replacement

Mr. Berger stated that three (3) project bids will be discussed in Executive Session.

NEW BUSINESS

Presentation of Important House Rules

Mr Engberg talked about House Rules 6.0 to 6.5 pertain to Guests and Temporary Occupancy. It is critical that guests register with the Site Manager within the first 24 to 48 hours of arrival in order for management to have an accurate awareness of who is on property in which units and duration of stay as well as which vehicle(s) are on property. Guests staying longer than 30 days are required to register again at the 30-day mark. Part of the process involves asking the guest to agree to the House Rules. The House Rules also states that no more than two (2) persons per bedroom are allowed.

The Board explained that it is not the Association nor the Site Manager’s responsibility to police whether guests are complying with the quarantine requirements. The Maui County web site provides a non-emergency police number that owners may contact with concerns on this matter.

Discussion on Plan for Annual Owners Meeting

Mr. Adams stated that the Annual Owners Meeting is now scheduled for September 12, 2020 at 9:00am HST. It is hopeful the meeting will be held in person, outdoors somewhere on the property. Various formats will be considered in order to abide by the regulations set forth by the Governor and Mayor.

OWNERS’ FORUM

The meeting was recessed at 10:29 a.m. for a brief Owners’ Forum.

EXECUTIVE SESSION

Motion: *To recess to Executive Session at 10:58 a.m. HST to discuss legal, contractual, and personnel matters. (Engberg/Salenger)*

CARRIED unanimously.

Motion: *To adjourn Executive Session and reconvene to regular session at 2:43 p.m. HST. (Engberg/Stigers)*

CARRIED unanimously.

ACTIONS FROM EXECUTIVE SESSION

Motion: *To engage the services of Best Vinyl Fence and Deck to proceed with the installation of vinyl gates on the remaining four (4) trash enclosures on the property. The cost of this project is not to exceed an amount of \$18,000. This is on condition that after a period of 30 days or less, the durability of the gates and the functioning thereof, is satisfactory. (Salenger/Engberg)*

CARRIED unanimously.

Motion: *To award the water shut off valve replacement, as well as the pre and post preparation work for the installation of the water shut off valves, on each building to Steve's Plumbing and Island Plant Company, respectively. The cost of this work is not to exceed an amount of \$19,000. The number of valves replaced is dependent on the \$19,000 allotted for this project. (Stigers/Luckado)*

CARRIED unanimously.

Motion: *To have Vent Pros Hawaii carry out the cleaning and replacement of dryer vent ducting in the attic space of the units. The cost of this project is not to exceed \$25,000. The project will proceed based on the satisfactory completion of the work in one building with respect to the workmanship and capability of the vendor. (Engberg/Stigers)*

CARRIED unanimously.

Motion: *To amend the Additional Pool Rules as discussed and to implement these during the week of July 27, 2020. (Engberg/Duguay)*

CARRIED unanimously.

ADJOURNMENT

Motion: *To adjourn the meeting at 2:53 p.m. HST (Salenger/Duguay)*

CARRIED unanimously.

Respectfully submitted,
Enza Froio
Aloha Office Services
Recording Secretary