

**ASSOCIATION OF APARTMENT OWNERS OF
WAILEA FAIRWAY VILLAS
BOARD OF DIRECTORS MEETING
Friday, November 6, 2020**

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

OTHER ATTENDEES: Steven Berger, Site Manager.

OWNERS PRESENT: Katherine and Rich Young, R102; Nancy Tripp, N102; Dennis Sugiyama, G201; Thomas Millhouse, V101; Phil and Kathy Kajunsky, Q102; Jeff and Kim Henry, A201; Larry Solomon, J102; Beth Romes, P202; John Moore, W102; Vicky Hailey, V202; Gerry and LA Bannowsky, R103, Joan Grotz, G102.

CALL TO ORDER:

Mr. Adams called the Board of Directors Meeting of the Association of Apartment Owners of Wailea Fairway Villas to order at 9:14 a.m. via Zoom. A quorum was established with seven (7) of seven (7) Directors present by teleconference.

MEETING NOTICE:

Mr. Berger stated that Meeting Notice was emailed to Directors of record and filed in the office of the managing agent on October 28, 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.

APPROVAL OF MINUTES:

Motion: *To approve the Board of Directors Meeting minutes dated July 24, 2020. (Dunning/Engberg)*

CARRIED unanimously.

Motion: *To approve the Special Board of Directors Meeting minutes dated August 24, 2020. (Dunning/Duguay)*

CARRIED unanimously.

REPORTS:

President/Treasurer's Report

Mr. Adams presented his report. He thanked Board members and Mr. Berger for their efforts. He welcomed Drew Morrison, newly hired maintenance technician, to the property.

Mr. Adams discussed the following projects:

- Trash enclosure door replacement completed.
- Unit shut off valve replacements completed at 9 out of 24 buildings. The project will be completed by the first half of 2021.
- Office Refurbishment including new flooring, sit/stand desk, light fixtures, paint and replacement of Formica top on credenza behind the desk. With the exception of the floor installation, which was contracted out, the improvements were all completed in-house by Drew Morrison.
- The landscaping looks great. Mr. Berger and Island Plant were acknowledged for their efforts.
- The Board sent a formal letter to Leducor, the owner of the property across the street, regarding the recent fires and a request to install a fire break. Leducor contacted the Maui Fire Department who, after inspecting the area, recommended not installing a fire break because the area is too wide. The Fire Department recommends that Leducor has a fire break installed by the existing homes and those being built on the Mauka side of the street. This does not directly affect Wailea Fairway Villas. The Fire Department also recommends better vigilance be kept in the parking area across the street and that the area should be locked as much as possible.

Treasurer's Report

Mr. Adams reviewed the Association's financials as of September 30, 2020 as follows:

- Operating Cash, \$336,000.
- Capital Reserves, \$2,062,000.
- \$28,000 under budget year-to-date.
- Maintenance fee delinquencies are extremely low.

Site Manager's Report

Mr. Berger presented his report. He discussed the following projects:

- Landscaping – Trimmed Travelers Palms and Monkeypods throughout the property. The Hong Kong Orchids and Olive trees will be trimmed before Christmas. The Hemigraphis has been treated for mites; this issue is a priority and continues to be closely monitored. Despite the very hot weather, the brown spots have been addressed.
- One tile in the pool is damaged; awaiting vendor to repair.
- The remaining four (4) trash enclosure doors were installed. Adjustments need to be made, as well as the installation of handles, with the possibility of striker plates and stoppers.
- Water shut off valve replacement project – Nine (9) buildings complete. The remainder to be done in 2021. The pre- and post- preparation was done with Island Plant through the use of special project hours, which saved \$6,750 on the project.

Mr. Luckado requested the following additional maintenance items be addressed:

- Footbridge over the gulch.
- Workout room resistance training machines need to have a silicone applied on all moving parts. He also noted rust on the machines. Mr. Berger explained that the rust is new and due to the bleach from sanitizing. Mr. Luckado recommends the maintenance technician strip off the rust and apply a sealant.
- Re-caulk any gaps in the stairwells to prevent water intruding in the mechanical closets. Mr. Luckado noted that there is water intrusion when the stairwells are power washed.

An Owner suggested keeping the golf carts off of the footbridge. Mr. Berger stated that this is standard procedure and will remind the landscapers.

OLD BUSINESS:

Update on Trash Enclosures

As discussed.

Raphis Palm and Water Shut Off Valve

As discussed.

Update on Dryer Vent Duct Replacement

Mr. Berger stated that one of the contractors has questioned the need to switch from the current ducting and indicated that this is not necessary unless there is damage to the flexible ducting. The contractor's email was provided to the Board for review and discussion. Mr. Berger suggested the project be handled on a building-by-building basis. Mr. Berger will research if the type of material used would have an impact on insurance. The Board will further discuss the project in Executive Session.

NEW BUSINESS:

Discussion and Adoption of 2021 Budget

Mr. Adams stated that the proposed budget reflects a 2.88% increase in maintenance fees which translates to an increase of \$20 a month for a two-bedroom unit and an increase of \$34 a month for a three-bedroom unit. The Board will further discuss the budget in Executive Session.

Discussion on Additional Pool Rules

As of October 15th, the State of Hawaii opened up to travel under a pre-test program. Mr. Berger stated that he has received inquiries from owners regarding when guests will be allowed to use the pool and when additional pool furniture will be provided.

Owners were invited to provide feedback. An owner requested that chairs, not just lounges, be provided at the pool. There was a discussion regarding enforcement of the quarantine/negative pre-test and how to track who has been at the pool. The Board and Mr. Berger explained that the Maui Police Department is responsible for handling quarantine violations and ensuring negative pre-test results are received.

This area is not the jurisdiction of the association per the Mayor's directive. It was suggested to use the FOBs to track who has been at the pool. Mr. Berger cited challenges with this, but will further research.

Discussion on the Possible Installation of Video Cameras

The Board discussed the possible installation of video cameras at the entry to the common area and the spa/pool area. Privacy issues were discussed. Legal and the insurance company have advised against the installation of cameras due to liability. Mr. Berger's experience is that the Board has the right to install cameras in common property but must post a sign indicating video surveillance. He further noted that having Securitas provide overnight patrols is an excessive cost of approximately \$75,000 annually.

Annual Meeting

The Annual Meeting is currently scheduled for December 5, 2020. However, there is concern if the meeting can be held due to the gathering restrictions in response to the ongoing pandemic. The Board agreed to seek legal advice on how best to proceed.

The State of Hawaii does not permit electronic voting. Mr. Berger suggested the ownership vote on a Bylaw amendment to allow the association to hold annual meetings electronically. Approval from 67% of the ownership is required. Mr. Berger will further investigate how to handle the voting process and will share his findings with the Board.

OWNERS' FORUM:

The meeting was recessed at 10:43 a.m. for a brief Owners' Forum.

EXECUTIVE SESSION:

Motion: *To recess to Executive Session at 11:03 a.m. HST to discuss legal, contractual, and personnel matters. (Dunning/Engberg)*

CARRIED unanimously.

Motion: *To adjourn Executive Session and reconvene to regular session at 2:52 p.m. HST. (Dunning/Stigers)*

CARRIED unanimously.

RESULTS OF EXECUTIVE SESSION:

Motion: *To adopt the 2021 Budget as presented on condition that changes are made to the budget as unanimously agreed by the Board. (Engberg/Duguay)*

CARRIED unanimously.

Motion: *To amend the Additional Pool Rules as presented and to be implemented by November 9, 2020. (Engberg/Salenger)*

CARRIED unanimously.

ADJOURNMENT:

Motion: *To adjourn the meeting at 2:56 p.m. HST. (Engberg/Luckado)*

CARRIED unanimously.

Respectfully submitted,
Enza Froio
Aloha Office Services
Recording Secretary