

ASSOCIATION OF APARTMENT OWNERS OF WAILEA FAIRWAY VILLAS
SPECIAL BOARD OF DIRECTORS' MEETING

Date: Friday, December 15, 2023

Time: 9:00 A.M. HST

Place: Via Zoom

Meeting ID: **869 4778 8052**

Passcode: **040767**

AGENDA

1. Roll Call and Determination of Quorum;
2. Call to Order by Vice President;
3. Reading of Proof of Notice of Meeting;
4. Acceptance of President's Resignation;
5. Acceptance of Secretary's Resignation;
6. Acceptance of Site Managers Resignation;
7. Reorganization of the Board to fill vacant Officers positions;
8. Consent Calendar;
APPROVAL OF:
 - a. Special Board Meeting Minutes of November 10, 2023,
 - b. Special Board Meeting Minutes of November 17, 2023,
 - c. Special Board Meeting Minutes of November 29, 2023,
9. Motion to move to Executive Session –
Legal, Personnel, Contracts;
10. Motion to move back to Regular Session;
11. Adjournment

Please note that there will be no Owners Forum as the meeting will move directly into Executive Session once items #1 to #8 on the agenda have been completed.

ASSOCIATION OF APARTMENT OWNERS OF
WAILEA FAIRWAY VILLAS
MEETING RULES OF CONDUCT

These Rules of Conduct have been adopted by the Board of Directors to ensure that: (1) The behavior of members in the audience will be orderly; (2) to allow the business of the meeting to be conducted in an expeditious manner; and (3) to allow each attendee to be heard.

1. As required under Chapter 514B-121 (d), *Condominium Property Act*, of the Hawaii Revised Statutes, this meeting “... *shall be conducted in accordance with the most current edition of Robert’s Rules of Order*”
2. Smoking shall not be permitted in the meeting area.
3. Cell phones should be turned off or put in vibrating mode.
4. This is a private meeting and attendance is restricted to owners, proxy holders, representatives of the Managing Agent, and guests invited by the Board of Directors. All other attendees may be asked to leave.
5. There shall be no videotaping or other electronic recording (except for the production of the minutes) of any part of the meeting unless first approved by a majority of the members at the meeting.
6. Members of the audience desiring to speak must stand, state their name and unit number, and be recognized by the Chair.
7. All remarks shall be directed to the Chair. In other words, speakers shall not address their remarks directly to other members of the audience.
8. The speaker’s remarks shall be limited to the topic under discussion, except for the open question and answer section of the agenda.
9. If it is deemed necessary, and at the Chair’s discretion, a time limit may be imposed on each speaker. Generally, this time limit may be 2 or 3 minutes, depending on the number of speakers and the time remaining to adjourn the meeting.
10. Speakers should relinquish the floor when asked to do so by the Chair. If the speaker refuses, then the Chair may call for an immediate recess and/or adjournment.