

Special Meeting - Board of Directors  
Wavecrest Resort, Inc. - Association of Apartment Owners  
Kaunakakai, Hawaii

Date: April 13, 2012  
Time: 11:30 A.M. HST  
Place: Wavecrest Cabana & by \*Teleconference

**Agenda & Order of Business:**

**Call to Order:** President Mike Nicholls called the meeting to order at 11:30 A.M. HST.

**Determination of Quorum:** \*Mike Nicholls, President – (Absent)\*Jon Givens, Vice President – Richard Felkins, Treasurer - Annie Albritton, Secretary – \*Glenn Lawrence, Director – Joe Howell, Director. Also present Gary Gonder, Resident Manager.

Guests: \*Georgiana Olson A103 – Ruth & Dick Cox C113, C207 & A209 – Ken & Linda Bergstrom C312 – Don & Britta Hegge A101

**Proof of Notice of Meeting:** The secretary reported Notice of Meeting was posted on both bulletin boards and sent to the email owner list on April 12, 2012 with a revision for the starting time of the Regular Open Session sent out this morning. The time was changed from 11:00 A.M. to 11:30 A.M.

President Mike Nicholls apologized for the last minute change in time which was necessary so that the Executive Session could be held first with the Regular Open Session to follow at 11:30 A.M.

**NEW BUSINESS: Consideration of Bid Approval – Cabana Roofing**

President Mike Nicholls opened the discussion by stating the cabana roof is scheduled for replacement in the Reserve within the next five years but that the metal section has been leaking for some time. With Phase I of the solar project soon we should replace the metal section of the roof prior to the installation of the solar panels. We asked Gary to solicit bids and one homeowner, along with a Board member, passed on the name of a contractor as well. He asked Gary to explain the process.

Gary said he solicited bids from numerous contractors and that each contractor determines if he is interested in the job or if he has time to do the job. Once a bid is submitted he checks with the State of Hawaii to make sure the contractor's license is current. Once the bid is awarded, the contract is signed and Gary gets copies of the contractor's insurance papers, etc. Of the two contractors submitting bids, Gary has worked with Bill's Construction and has not worked with Don Williams Construction. Both contractors are licensed and bonded.

Joe asked why one bid had been lowered and Gary explained that he changed the scope of the work to be completed. He decided to keep the old roof material and stringers on

site to reuse here at Wavecrest. Glenn asked if the specifications for materials are the same for both bids and Gary said yes. Glenn also asked about the warranty on workmanship and Gary said our contract calls for one year. Mike said our contract also calls for a 10% holdback for 30 days after job completion for any defects.

Joe asked if the bid for \$16,200 included tax and Gary said yes. Joe said an owner had commented that the stairwell job done by Bill's Construction seemed to leave us with stairs that were "uneven". Gary said the county inspector approved the job and his words were that the "job looked perfect".

**MOTION:** By Joe Howell seconded by Glenn Lawrence to accept the bid from Don Williams. Motion passed by unanimous vote of the 5 board members present.

**SOLAR PROJECT UPDATE:** Mike reported that the solar panels are on the dock on Maui crated and ready for shipment. All racks are on the dock at Maui crated and ready for shipment. All electrical permits are issued. The inverters are due to arrive "anytime from California". As soon as they arrive on the dock at Maui all materials will be put into a 20 foot container and go to Oahu and then to Molokai – about a five day trip.

There will be a forklift in our parking lot to lift materials onto the roofs and the contractor will do their best not to disrupt the parking area. They anticipate 4 days per building (A-B-C) to do the roof installation. 5 days installation time for the comp roof on the office. Plus 2 days electric work mostly being done in the electrical rooms. There may be a 20 minute power shutdown when the final connection is made. Mike asked the contractors to give us 24 hour notice so homeowners can be notified.

**OPEN SESSION:** Georgia asked if the carpet layers were coming back to fix the buckled carpets. Gary said they missed the March 15<sup>th</sup> deadline and that the matter had been turned over to our attorney, John Morris.

Joe Howell asked about the solar panels on the cabana and heating the pool. Mike said Phase 2 of the project will deal with heating of our hot water and the pool will be done at that time. We will need to get the plumbing permits for the second phase.

Mike directed Gary to Contact Don Williams and let him know he's got the bid.

Mike asked those present for any other business and there being none, called to adjourn the meeting. **MOTION** by Glenn, seconded by Richard to adjourn the special meeting of the Board of Directors. Motion carried by unanimous vote. Meeting adjourned at 11:52 A.M. HST.

Respectfully Submitted,  
Annie Albritton/Board Secretary

