

Regular Board Meeting  
Board of Directors - Association of Apartment Owners  
Wavecrest Resort Inc. Kaunakakai, HI

Date: June 23, 2017

Time: 9:00 A.M. HST

Place: Wavecrest Cabana and by \*Teleconference

**AGENDA & ORDER OF BUSINESS:**

**Call to Order:** Meeting called to order by President Jack Thornton at 9:00 A.M. HST.

**Determination of Quorum:** Jack Thornton, President – Martha Strock, Treasurer  
\*Annie Albritton, Secretary – Michael Peters, Director - \*Linda Broady, Director  
Bret Hoffman, Manager

**Owners Present:** Neil Strock A101 & B102 – Steven Hurley & Roger Tinsman A113 –  
\*Michael Nicholls A116 - A305 – Suzanne O’Connell B110 – C105 – \*Ken & Linda  
Bergstrom C113 – Debbie Davis C114 – \*Linda Broady C116 – Gaellen Quinn C305 –  
\*John Scriber A308 – \*Georgiana Olson A103 – Carol Kelly C101 – Tina Gillen C207-  
C306

**Proof of Notice of Meeting:** Annie Albritton reported the Notice of Meeting was ready  
To be posted on Wednesday, June 7, 2017 but may have been posted at a later date.

**Approval of Minutes:** Jack Thornton stated the minutes of the meeting of March 14,  
2017 have been posted on the website for review. No corrections were noted. **MOTION**  
by Martha Strock seconded by Mike to approve the minutes. Motion carried by  
unanimous quorum present.

**There will be no video or audio recording allowed during the meeting - the meeting  
is for owners only. Owner comments will be held until the open session at the end of  
the regular board meeting. Jack asked that owners hold their questions until the  
open session at the end of the meeting.**

**Officers Reports:** All reports were read out loud and entered into the record and will be  
posted on the website for review.

**President's Report:** Given by Jack Thornton (copy attached)

**Treasurer's Report:** Given by Martha Strock (copy attached)

**Secretary Report** Given by Annie Albritton (copy attached)

**Manager's Report:** Given by Bret Hoffman (copy attached)

**Acknowledgement of Board Resignations:** Jack recognized the resignations of Connie Albright and Annie Albritton from the board and the resignations were accepted. He asked that anyone interested in serving on the board submit their resume to the board through Hawaiiiana or the office.

## **OLD BUSINESS**

**Exterior Wiring on Common Building Elements – Linda Broady** Thanked Ken Bergstrom for the walking history and tour which was very helpful. May 22<sup>nd</sup> Linda met with a rep from Direct TV and was able to have him remove some items and clean up others. She is keeping a photo documentation of the before and after and will attempt to setup meetings with other service providers to accomplish more of the same. A slow but rewarding process.

**Record Retention: - Annie Albritton** Tulasi from Hawaiiiana has asked the board to sign a form giving direction as to disposition of 3 boxes of records. We have an additional 28 boxes currently in storage on Oahu. The Oahu bill is \$1,638 a year. They can continue to store the boxes or we can pay to have them shipped to us on Molokai at a cost of about \$20 per box. We would then be responsible for following State and federal laws for the length of time each type of document must be kept before it is disposed of. Some records are to be kept “forever”. **Action Called For** - The board agreed they would make a timely decision on disposition of the files.

**Sub-Metering – Jack & Bret** This item was discussed in the Managers Report (copy attached) Jack reported we are in final negotiations with NPC and are asking for a credit of about \$3,800 for the cost of entering units for a second time to correct the existing problems. We have also received a two month extension for our mock billing period. NPC will be handling monthly billing and advised owners there are still some appliance rebates available for those who want to purchase more energy efficient units. There will be an 8 inch X 8 inch box installed in the wall beneath the electric panel for the wireless connection. No wires in the halls. Some wires in the walkways. Best solution to move forward. Owners expressed the importance that no NPC employees are to be allowed into units without our Manager present or his designated employee. General discussion.

**Hall Project – Jack & Bret reported** that this project is not moving forward at this time. We are looking at outside contractors to complete the project and noted that all work will comply with State and OSHA regulations. General discussion.

## **NEW BUSINESS**

**House Rules – Exterior Door Modifications/Pool Party Regulations** Connie Albright has prepared and submitted two proposals to the board for House Rule consideration.

One being design standards and diagrams for upgrading the exterior hallway doors as an owner option. The second is a set of Pool Party Regulations for consideration. Jack stated we will hold these items until the March 2018 meeting when a greater number of owners will be present to address these topics.

**Identify Standing Committees** Annie had been asked to provide a list of standing committees. A list going back to 2015 is attached and it was noted that several of these committees no longer exist or are no longer needed. Steve Hurley noted there is a current Cabana Committee consisting of himself, Roger Tinsman, Cathy Felkins and Connie Albright. Michael Peters suggested the board review the list and decide which will stay and which will be dissolved.

**OPEN SESSION** General discussion about cabana furniture and the disposition of the cabana picnic tables. It was determined they have not been sold and are still being stored. Discussion about the steer being kept over at Swenson's next door and the lack of water being furnished. Bret asked that owners please file a formal written complaint at the office so he has the documentation. General discussion about our financial reports and the lack of an income statement or P&L Report. These are not furnished by Hawaiiiana. Bret noted B210 is finished and ready to rent. Basic furniture except for the sofa. Linda Broady asked what it cost to remove the Norfolk Pine by the pool – Jack said roughly \$2,500 and noted we did have permission from the neighbors to do so. Bret said the office will begin a newsletter to owners and hopes to have it out quarterly before each board meeting. Question about rat control and Bret said bait and reset traps bi-weekly.

There being no more general business, **MOTION** by Martha seconded by Michael to adjourn the Regular Meeting of the board and enter into Executive Session to discuss personnel and legal matters. Motion carried by unanimous vote. Meeting adjourned 11:15 AM HST

Return to Regular Session 2:45 P.M. HST – **MOTION** by Martha seconded by Linda to extend the Executive Session for an informal meeting to vote on and appoint new board members to vacant board positions. Motion approved by a vote of four-yea and no-nay. Jack announced that Michael Peters is the new Vice President and Linda Broady is Interim Secretary.

There being no further business, **MOTION** by Michael seconded by Martha to adjourn the Regular Meeting of the Board of Directors. Motion carried by unanimous vote. Meeting adjourned at 2:50 P.M. HST

Respectfully Submitted,  
Annie Albritton, Board Secretary