



BOARD OF DIRECTORS  
ASSOCIATION OF APARTMENT OWNERS  
WAVECREST RESORT, INC.  
Kaunakakai, Hawaii

**NOTICE OF MEETING**

Date: Tuesday - March 17, 2015  
Time: 8:00 A.M. HST  
Place: Wavecrest Cabana & by Teleconference

**Call to Order**

Determination of Quorum - Homeowner Roll Call - Proof of Notice  
Approval of the Agenda (changes-additions-deletions)  
Approve minutes of December 5, 2014 Regular & January 3, 2015 Special Meetings

Note: Owner comments will be held until Open Session at the end of the meeting.  
At that time questions will be taken with comments restricted to 3 minutes in length unless the board specifies otherwise.

**Officers Reports** - President's Report - Treasurer's Report  
Secretary's Report - Manager's Report

**Committee Report** - Exterior LED light retrofit/conversion proposal  
Hallway remodel discussion/proposal

**Old Business** - Solar update & billing process - buyout proposal - budget reserve item  
1) Pool heating update  
2) Disconnect utility - clean out refer + fee  
3) Update solar hot water heater proposal  
4) Sub-meter billing - committee report/recommendation to approve provider

**New Business** - USDA Grant/Loan Program - Committee Project  
Staff Fee for emergency repairs to owner unit - \$50 hr.

**Open Session** - Owner Comments

**Executive Session** - Employee Issues & Delinquencies

**DATE OF NOTICE**  
**Monday March 9, 2015**

This is no longer a free call  
Teleconference Information:  
1-712-432-1500  
Access Code 657819#

Annie Albritton  
Board Secretary



BOARD OF DIRECTORS  
ASSOCIATION OF APARTMENT OWNERS  
WAVECREST RESORT, INC.  
Kaunakakai, Hawaii

Tuesday - March 17, 2015  
8:00 A.M. Wavecrest Cabana & by Teleconference

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Adjourn

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# President's Report

## Board of Directors Meeting

### March 17, 2015

Little did I envision one or two years ago I'd be standing before you today presenting another President's report. In December your board reappointed me as a Director and subsequently as interim President to fill out Richard Felkins unexpired term. I'm really pleased to report we've been able to initiate new as well as make progress on existing projects, which for one reason or another had been stalled.

**Streambed Cleanout** -- One of my first priorities was to re-engage in the process to obtain permitting allowing Wavecrest to remove the silt build up in our streambed. We submitted a rather lengthy and involved report, outlining the project scope which consists of approximately 18,000 Square Feet of area, approximately 60ft x 300ft to be cleaned with a depth of 1 to 4 feet not to exceed 4 feet in depth. Best management practices will be implemented during the course of the removal when approved. The Army Corps responded to the application, requesting high-resolution drone photography, streambed soundings, tidal impact measurements, coastal area and ocean impacts and other details. We responded with the data they requested on March 9<sup>th</sup>. We expect the Army Corps of Engineering should approve our request following the guidelines of a Regional General Permit application within forty-five days. If the project isn't approved under the Regional General Permit then we may have some additional environmental issues to satisfy prior to the next step. Once approval is granted by the Army Corps we then petition the Clean Water Branch of the Hawaii Department of Health for their approval. I'm advised; generally when the Army approves a project, the state generally follows the lead of the Corps with their approval. The last step prior to the actual streambed requires our consultant Luigi Manera to apply to Molokai Planning for a SMA waiver with subsequent MPC approval and final permitting.

**Solar Project** – A contract from NPC has been sent to our board for consideration for the Phase II expansion of solar generation, tripling our current capacity to generate energy. The board and counsel are reviewing the contract language, which is substantially different than the original contract for Phase I signed during my previous term as President. The review and negotiation with the vendor regrettably was not completed prior to today's meeting but will continue with the next board.

**Solar Hot Water Heating** – A contract from NPC has been received by the board for consideration, using 'solar collectors' on the roof's of A, B and C Buildings to augment and offset expensive fossil fuel sources for heating water. The contract continues to be under review and study by the board. A former consultant recommended the use of heat pumps to generate hot water, citing pumping water to our rooftops and the possibility of leaking solar collectors could create insurance issues to the AOAO. The current consultant cites many solar collection devices throughout Hawaii are currently in use. The issue at hand is solar heated water works well during the peak sunlight hours during the day, however Wavecrest's primary use cycles for hot water are early morning (showers, washing, etc.) and early evening (dishwashing), therefore hot water storage would be necessary to minimize the use of our current propane fired water heaters. Electrically powered heat pumps, on the other hand, can be used 24/7 utilizing lower cost electricity based on our Power Purchase Agreement from NPC. It is my recommendation a neutral third party consultant be engaged to recommend to the board a preferred design, with respect to our current physical assets, future cost estimates and other considerations our volunteer board is just not equipped technically to determine.

**Smoking Issues** -- A homeowner addressed the board, citing concerns that a neighbor was smoking on an adjoining lanai and that smoke was blowing into the reporting homeowners unit exacerbating asthma issues. As laws on the subject vary from state to state, county to county and by mode of residence or workplace, I reached out to our counsel for an update to the 2007 letter he provided the AOAO. In essence there is no new ruling or 'magic bullet' solving the issue for Condominium Associations. A recommended redress from many sources is for the affected party to reach out to the neighbors to try to resolve the matter. The second step recommends both parties consult with a mediator to resolve the issue. The Attorney General of the State of Hawaii clearly states in a letter dated March 28, 2007 to Sylvia Luke, Representative for the 26<sup>th</sup> District of Hawaii, *"Controlling documents set forth the permitted uses of and conduct on the property, and are reviewed by potential buyers before actually purchasing an apartment or condominium unit. By purchasing a unit, the buyer agrees to the rules of living on the property and, in essence, accepts the terms of the contract."* Furthermore, the Attorney General states, *"...HRS §514 – 108(e) provides an avenue to change living conditions on the property if a sufficient percentage of residents agree."* Therefore, I recommend that an *ad hoc* committee of homeowners be formed to explore whether Wavecrest AOAO accept a smoke-free policy for the property, including the individual lanai's, so long as such a policy is properly included in the controlling documents of the association per HRS §514 – 108(e). This will require a minimum 67% vote of all apartment owners to effect the change in governing documentation. The *ad hoc* group membership should consist equally of those that smoke and those that are non-smokers and report back to the board their findings at the June or no later than the September 2015 meeting.

**Sub-Metering** – In December I worked with fellow board member Rose and the management at NPC, to determine the issues delaying the implementation of sub-metering installation. I immediately requested and signed off on a new set of Maui County Permitting requests. Sub-metering installation was completed the first week of March. Rose and I met with NPC's CEO to discuss and review in detail their proposal for billing, and we had also met separately with Hawaiiana's staff regarding their billing proposal. The billing process is not as straightforward as many 'mainlander's' would believe. The electrical rate structure in Hawaii actually is variable, which consists of a base rate, coupled with a surcharge based on MECO's actual monthly fuel purchase price. The variable rate has to be incorporated into a deliverable rate structure to homeowners, which will fluctuate month-to-month. Rose Pecoraro will provide a detailed report during this morning's board meeting with her recommendations to the board in finalizing a decision on the billing agent.

**Waste Water Treatment** – Recently your Property Manager made a staff change and Ted Johns has been assigned to the WWTP position replacing a former employee. Ted will commence training in preparation for State Licensing immediately. A portion of the WWTP has been cordoned off, fenced and will provide a much needed location for AOA materials storage.

**iWavecrest** –Continual fine-tuning of routers and antennas located on premises is undertaken to maximize the limited available bandwidth to residents. We must remember due to limited resources and the fact our maximum broadband speed tier available on island is 10 mbps down and 1 mbps up we now fall far short of new FCC published minimum of 25 down and 3 up. I spoke with OTW's Customer Support Manager again regarding their failing to provide adequate service to the island, especially considering their new their fiber optic connection to Maui which replaced a microwave connection. Their reply, "we are working on it". I recommend the next board file a complaint with the Hawaiian Public Utilities Commission regarding this unacceptable service level, which has not changed in over two years! In the meantime we must request homeowners refrain from streaming video over the iWavecrest network. Homeowners with their own dedicated OTW connection are free to use as they wish.

**Anti-Harassment** – Upon my recommendation your board will vote to include an Anti-Harassment/Sexual Harassment addendum to our personnel manual. This addendum brings the AOA into compliance with State and Federal law and includes a zero tolerance policy. Employees and board members will be asked to sign off on the policy annually.

**Washer / Dryer Contract** – I asked the Property Manager in December to initiate a meeting with other on-island property/resident managers and as part of that discussion survey to determine if our current washer/dryer rates were competitive and in-line with other AOA's. Based on



Bret's report, Wavecrest is well within the range – not at the top and not at the bottom – it is felt the existing contract be honored for its term and content rather than attempting to re-negotiate a new contract at this time. With regard to a prior RM signing a contract it is my belief and that of the current PM the contract was signed in good faith in order to obtain pedestals for all washers and dryers at no additional charge other than a term extension and user charge modification. At the time of the conversion, homeowners were complaining the new front loader washers and dryers were too low and creating bending and lifting issues. The AOA investigated whether we could build pedestals or obtain manufacturer pedestals – it was the decision of the RM to go with the manufacturer's option as the pedestals were in stock and could be installed by the vendor within two weeks freeing up Wavecrest staff to conduct other necessary maintenance issues.

**Service Animal Committee** -- Homeowners have addressed concerns regarding the AOA's compliance to established guidelines with regard to Service Animals and whether governing laws may have been changed or modified in Hawaii. As your board will be working on some major contractual issues over the next quarter, I suggest an *ad hoc* committee be formed to explore the subject and report back to the board in June with their findings and recommendations.

**Yard Sale Proposal** – Cathy Felkins has written to the board requesting consideration for an annual or semi-annual Wavecrest Yard Sale. Cathy has indicated other on-island AOA's have initiated yard sales allowing homeowners to offer for sale furniture or other items to potential buyers. As a sale of this type would impact the common element (whether it be in the parking lot or in the courtyard). I'm requesting a committee be formed to explore the subject and report back to the board with their recommendations for a plan of action at the June meeting.

**Collections and Homeowner Association Monthly Fees** – I'm pleased to report the association was able to collect over \$18,000 in past due amounts in February and in conjunction with our legal counsel, approved a 4 month payment plan for another past-due homeowner which will bring them to a current status. In order for your Association to properly finance the annual budget and our monthly expenses, monthly deposits by homeowners must remain current. Past due accounts will receive warning letters and be turned over to our legal counsel for collection should remittance not be received promptly. Collection letters will be sent at 30, 45 and 60 day past due intervals. After 60 days past due accounts are turned over to the attorney and/or a collection agency for aggressive action. Your board encourages either the auto pay option offered by Hawaiiana or that homeowners set up an auto payment by their bank to transfer funds between the first and tenth of the month to the Wavecrest account. Please contact our office for details.

**WWTP Consultation** – Board member Pecoraro and her fiancée John have volunteered to update an operating manual for the WWTP, establish checklists, outline personnel duties, generate equipment specifications, and document annual report schedules. In addition Rose, in collaboration with the Property Manager, the board, and our WWTP Consultant Mike Olson, proposes to prepare grant requests or loan applications (with board approval) to Rural USDA for items that would be deemed as critical for the smooth operation of the WWTP and meeting USDA guidelines for best practices.

**Rent Intervention / Past Due Monthly HOA Dues** – A reminder, the AOA's Rent Intervention program diverts rental income to the Association from owners delinquent in their HOA fees and continuing to rent their units. Those owners not renting their units and past due after 90 days can be denied use of the common element (electricity, gas, parking, access to the pool) until such time as the past due account is paid in full.

In closing, it has been a pleasure, and a challenge at times, serving the AOA in various board capacities since 2002. Since retiring from the AOA board in 2013, the County of Sonoma in California has been making use of my time by appointing me to the County Manager's position providing oversight for a four county consortium engaged in rural broadband expansion. This is in addition to my duties on the County's Economic Development Board and the organization and formation of a two county Economic Development District bringing federal funding into economically distressed areas of our state. I've discovered retirement is a full time job! Thanks again for allowing me to serve you and the association over the years.

As of January 31, 2015

	Actual	Current Month Budget	Year to Dat Actual
Revenue	69450.99	76430.00	69450.99
Expenses			
Utilities	23300.24	18166.00	23300.24
Professional Services	5905.60	3762.00	5905.60
Bldg Maintenance	13821.99	14544.00	13821.99
Payroll & Benifits	22931.94	30829.00	22931.94
Other expenses	6469.43	24089.00	6469.43
Total Operating Expenses	72429.20	91390.00	72429.20
Net Revenue	-2978.21	-14960.00	-2978.21

Delinquency Report

Balance 1-30 days

**ACTIVE OWNERS SUMMARY:**

5100	MAINTENANCE FEE	118,393.24	6,972.30
5190	LEGAL FEE REIMBURSEMENT	3,181.74	557.78
5360	LATE CHARGES	27,041.14	1,926.18
5378	FINES	500.00	500.00
6816	LIEN PROCESSING CHARGE	50.00	
7550	RETURN FEE	30.00	

**ACTIVE OWNERS TOTAL**

149,196.12 9,956.26

**DELINQUENT OWNERS COUNT**

16 6

**INACTIVE OWNERS SUMMARY:**

5100	MAINTENANCE FEE	52,193.14
5190	LEGAL FEE REIMBURSEM	12,263.39
5360	LATE CHARGES	5,477.84
5361	INTEREST CHARGES	30.50
5405	RENTAL INCOME LOCKED	0.00



5405 RENTAL INCOME-LOCKET  
6816 LIEN PROCESSING CHAF

550.00

50.00

INACTIVE OWNERS TOTAL

70,964.87

0.00

DELINQUENT OWNERS COUNT

9

0

e Budget	Variance	Comments
76430.00	-6976.01	
18166.00	5134.24	Sewer \$2559 & Gas \$1720 over budget
3762.00	2143.60	Vehicle expense \$1565.09
14544.00	-722.01	
30829.00	-7897.06	
24089.00	-17619.57	Budget Includes \$14,956 insurance premium
91390.00	-18960.80	
-14960.00	11984.79	

	5,645.20	105,775.74
		2,623.96
1,778.62	1,703.02	21,633.32
		50.00
		30.00
1,778.62	7,348.22	130,113.02
0	1	9

	52,193.14
21.87	12,241.52
	5,477.84
	30.50
	950.00

500.00

50.00

21.87	0.00	70,943.00
0	0	9

## Secretary's Report

March 17, 2015

Since our last regular meeting of December 5, 2014, the secretary has received correspondence from four owners.

One email notified the board of the pool gate being left open overnight on two occasions with concerns for child safety. The board has also been asked to consider a yard sale event at Wavecrest.

One owner asked for clarification of several House Rules items and suggested a review of our existing House Rules this coming year.

Another owner is asking the board to consider short term storage of some personal items which will be discussed today under new business.

Bret and Kalei at the front office continue to keep owners informed and up to date on the comings and goings at Wavecrest. They produced a great Newsletter last December. They also let us know about schedules for tree trimming and sub-metering and arranged for the upcoming CPR class.

Respectfully Submitted

Annie Albritton  
Secretary

REGULAR BOARD MEETING  
BOARD OF DIRECTORS – ASSOCIATION OF APARTMENT OWNERS  
WAVECREST RESORT INC. Kaunakakai, HI

Date: March 17, 2015

Time: 8:00 A.M. HST

Place: Wavecrest Cabana & By \*Teleconference

**AGENDA & ORDER OF BUSINESS:**

**Call to Order:** The meeting was called to order by President Mike Nicholls at 8:20 A.M. HST. Due to unforeseen circumstances beyond the Board's control, the meeting was not able to convene at 8:00 A.M.

**Determination of Quorum:** Mike Nicholls .Acting President – Jon Givens Vice President - Michael Peters, Treasurer - Annie Albritton, Acting Secretary – Rose Pecoraro, Director – Georgiana Olson, Director – Bret Hoffman, Manager

**Owners Present:** Ken & Linda Bergstrom C113 & C312 – Linda Broady C116 – Bruce Roesler B208 – Verne & Connie Albright A305 – Carol Moore A313 – Amanda Balou A211 – Dan & Ellen Reed C105 – Darlene Johns B201 – Jack & Bobby Thornton A207 – Luann Cefola A107 – Don and Britta Hegge A101 – Richard Felkins C216 & C108 – Curt Milner C210 – James Kindsvater A215 – Joe Rubano A210 – Suzanne O'Connell B110 – Joe Barno A212 – Chaya Friedman A304 & B207

Mike Nicholls asked that owner comments be held until Open Session at the end of the meeting. At that time questions will be taken with comments restricted to 3 minutes in length unless the board specifies otherwise.

**Proof of Notice of Meeting:** Acting Secretary reported Notice of Meeting was posted Monday, March 9<sup>th</sup>, 2015 at both the office and cabana and sent to owners via email distribution.

**Approval of Minutes:** Acting President Mike Nicholls noted the minutes of the December 5, 2014 Regular Meeting and Special Meeting of January 3, 2015 have been posted on the website for review. **MOTION** by Georgiana seconded by Rose to approve the minutes as posted on the website. Motion carried by a unanimous vote 6-0-0.

**OFFICERS REPORTS:** All reports were read aloud and entered into the record and will be posted on the website for review.



**President's Report:** (copy attached) Acting President Michael Nicholls stated that his was unusually long as he wanted to document for the record several ongoing projects. He also asked that several committees be formed to report to the board at the next meeting in June.

**Treasurer's Report:** (copy attached) Treasurer Michael Peters reviewed the current budget and reviewed main line items such as utilities and payroll stating which were over and which were under budget. He also reviewed our Reserve Fund status showing \$386,055 at the beginning of the year and \$387,270 at the end. He stated 14 owners are currently in arrears.

**MOTION** by Michael Peters seconded by Georgiana to

Approve budget modifications reflecting total revenue of \$917,160, total operating expense of \$900,970 and a transfer to reserves in the amount of \$16,190. The reserve budget reflects \$30,000 "carry-over" for sub-metering expense and the addition of roof replacement as a reserve project. Motion carried by unanimous vote 6-0-0.

**Secretary Report:** (copy attached)

**Manager's Report:** (copy attached) Bret noted that he handled six water leaks in two weeks and that this is an ongoing problem.

**Committee Report: Light Retrofit/Hall Remodel** – The original committee consisted of Connie Albright, Cathy Felkins, Jon Givens and Rose Pecoraro. Jon reported the sample hallway and exterior lights are at the C105-C106 hallway. The fixtures are wet climate rated and meet the new dark sky requirements. He asked owners to please stop and take a look at the lights and hall which has one of the exterior doors trimmed and painted as well as a new ceiling fixture. The committee will be asking for owner input before moving forward. The hall project also includes adding automatic door closures and repainting. Handling of the old popcorn ceiling was discussed and the committee intends to have it covered and sealed not removed.

**MOTION** by Jon seconded by Michael Peters to authorize the committee to survey owners for outside fixtures, obtain bid for the fixtures and make a decision with a budget allowance of no more than \$7,000. Motion passed by unanimous vote 6-0-0.

**OLD BUSINESS: Pool Heating Options** – (copy attached) Rose presented four pool heating options discussing each.

**USDA Grant/Loan Program** – (copy attached) general question and answer period by the board. **MOTION** by Michael Peters seconded by Jon that Rose proceed with the grant application to the USDA to study options available for the WWTP. Motion carried by unanimous vote 6-0-0. The loan portion will be discussed further on down the line not at this time.

**Sub-Meter Billing report & recommendation:** Rose went into detail explaining the difference in the billing proposals from Hawaiiana and NPC. Jon discussed economic details at length. Hawaiiana proposed a monthly billing fee of \$2.50 and NPC \$3.95. Rose stated that Hawaiiana would not be able to provide the detailed billing service we need. It was noted that NPC was not able to install the equipment as contracted due to limitations in the construction of the Wavecrest interior walls. Therefore the breakers are not tamper proof.

It was noted by Rose that the NPC smart metering system will be able to detect if someone should turn off the breaker and fines would be issued accordingly. **Motion** by Michael Peters seconded by Georgiana that we negotiate with NPC to be our sub-meter billing agent. The motion carried by a vote of 5 yes and 1 no (Jon Givens). 5-1-0.

Mike Nicholls called for a ten minute morning break at 10:10 A.M. Meeting called back to order at 10:25 A.M

Jon announced that Rose and John had researched the purchase of a new \$900 pool pump with rebate that brought our cost to less than \$200 and that will save about \$6,000 a year in electricity costs. Rose also championed the cause of getting the phone company to remove the broken pole from our property. He thanked both Rose and Jon for all their efforts on behalf of the association saving us thousands of dollars and donating hundreds of hours of their time.

**Disconnect Utility:** Our policy was restated of what we will do when we disconnect the power to a unit. We advise the owner we intend to enter – we dispose of any items left in the refer due to spoilage and health issues and we leave the refer doors ajar.

**Solar Hot Water Heater:** Jon reported he is looking into one proposal for a passive solar alternative to using propane to heat our hot water which now costs us between \$40 and \$50,000 a year. The proposal is from NP and we will solicit other bids and look into the possibility of buying a system outright rather than leasing.

**NEW BUSINESS: Owner Request** – The board received a request from Joe Howell to store some furniture items in one of our vacant units for a period of no more than 30 days during his unit upgrade. **Motion** by Georgiana seconded by Jon to rent a vacant unit to Joe Howell on a month to month basis for \$560 per month. Motion passed by unanimous vote 6-0-0.

**Staff Fee for Emergency Repairs:** It was noted that the board discussed emergency fees to be charged by the staff and that a policy was written last year and that it is the board desire to enter this policy into the record. **Motion** by Jon seconded by Annie to post the Emergency Repair Policy on the website noting a one hour minimum of \$50 to \$75 per hour depending on day and time. Motion carried by a unanimous vote of 6-0-0.

**OPEN SESSION:** During open session the following committee's were formed. *(Secretary Note: Some owners who volunteered during the meeting called me later and changed their minds and asked to be removed from the committee and others asked to be included. This list reflects the committee members as of 3-21-2015)* All committees were asked to present their findings to the board at the next regular meeting of June 5, 2015.

**HOUSE RULES COMMITTEE** – Richard Felkins – Jon Givens – Suzanne O'Connell – Annie Albritton

**STREAMBED COMMITTEE** - Mike Nicholls - Annie Albritton

**YARD SALE COMMITTEE** – Cathy Felkins – Suzanne O'Connell – Ellen Reed – Bobby Thornton

**SERVICE ANIMAL COMMITTEE** – Ellen Reed – Jack Thornton – Annie Albritton

**BYLAW REVISION/SMOKING COMMITTEE** – Jon Givens – Georgiana Olson - Suzanne O'Connell

Mike Nicholls responded to a question about the washer-dryer contract and said that we would honor the existing contract as it stands which is due to expire in 2017. No changes will be made at this time for the fee charged for drying clothes.

Jon Givens discussed the tree trimming done by the power company and the mess that was left beyond our hedge. Bergstrom's stated they lost a sale because of the unsightly mess. Several options were discussed and Bret was asked to work with the neighbor and the landscape committee on replanting. Look into the cost of removing the old hedge and replanting with a bush that will grow taller to screen our facility from our neighbors.

Jon noted that our existing Sub-Meter Resolution dated 11-2014 will need to be revised and edited for our new billing process and to set regulations and fines if a unit's power is interrupted or the breaker is turned off. This will be a June agenda item.

An owner asked if the wifi system was an amenity at Wavecrest and the answer was that it is not. Under Wavecrest bylaws, it is not a service we are required to provide. It is being provided as a courtesy service. Mike Nicholls said he would draft a sample letter owners can use to petition and lobby our representatives for better bandwidth service on the island of Molokai. This sample letter will be made available to all owners for their use.

Rose reminded owners there is a watt hour meter at the office that they may borrow if they want to check their unit to see how much electricity they are using. It was suggested that the office restock CFL light bulbs and have them for sale at the office.

General discussion between owners and the board on a wide range of issues.

There being no other business: **Motion** by Georgiana seconded by Ann to adjourn the Regular Meeting of the board and enter into Executive Session. Motion carried by unanimous vote of 6-0-0. Meeting adjourned 12:50 P.M. HST

Return to Regular Session 2:25 P.M. HST. Several items were discussed in Executive Session and are required to be brought forward into regular session as follows:

**MOTION** by Jon seconded by Georgiana for the approval of a salary adjustment for Mihpei that was given the end of 2014. Motion carried by unanimous vote 6-0-0.

**Motion** by Jon seconded by Rose to amend the section of the Employee Handbook

Under PTO to read *"time may be taken after the first year following one full year of continuous employment" and keep "with approval you may take up to your full years PTO eligibility in advance of your accrual schedule"* Motion carried by unanimous vote of 6-0-0.

**Motion** by Georgiana seconded by Jon to adopt the Anti Harassment Policy as presented by Michael Nicholls. Motion carried by unanimous vote of 6-0-0.

There being no further business **Motion** by Mike seconded by Jon to adjourn the Regular Meeting of the Board of Directors. Motion passed by unanimous vote 6-0-0. Meeting adjourned 2:25 P.M. HST.

Respectfully Submitted  
Annie Albritton-Board Secretary