



**Board of Directors Meeting Minutes
June 09, 2023**

The Wavecrest AOA Board of Directors meeting was conducted via zoom teleconference. Homeowners were provided a zoom website link as well as a phone number to participate in the meeting and provide public comment.

1. Call to Order and Roll Call

- a. The regular quarterly Board of Directors meeting was called to order by President Jack Thornton at 9:03 a.m. HST on June 09, 2023.
- b. The following Directors were present: President Jack Thornton (A207/A208), Vice-President Kimberly Dutton (B110/C110), Treasurer Martha Strock (A101/B102), and Secretary Beverly Ferguson (B101), Director Werner "Rod" Huck (A102) and Director Rockland Taylor. A quorum was established.
- c. Homeowners in attendance included: Neil Strock (A101/B102), John Scriver (A110/A308), Joanna VanVliet (A112), Lee Mathias (A205), James Kelly (A209), Amanda Ballou (A211), Randy & Lisa Carpenter (A301/A302), Janet Herbruck (A307), Donald Schneider & Katherine Massena (A311), Robert McCaan (C103), Daniel Reed (C105), Alan Greene (C113), Richard & Anne Flipp (C203), Barbara Goldberg (C206), Chris Harder (C209) and Michael Peters (C313). Others in attendance included the Property Manager, Zaida Place.
- d. Proof of Notice of Meeting was sent out on May 26, 2023.

2. Review/Approval of Minutes and Reports

- a. The March 14, 2023, meeting minutes were presented for review. President Thornton noted that there were no additions, changes, or corrections to the March 14, 2023, meeting minutes. Treasurer Strock motioned to accept the March 14, 2023, minutes as drafted, and Secretary Ferguson seconded the motion. Motion carried unanimously to approve the minutes as written.

President Thornton noted that his report will follow at the end of other reports.

- b. The Treasurer's Report was presented as written. Treasurer Strock reported that the operating expenses are high due to the insurance master policy payment schedule and will be in good standing as insurance master policy payments go down, the revenue is higher, and the reserves are up from last year.
- c. Secretary Report - Secretary Ferguson reported two emails and a letter was received requesting to appeal fines (2) and one complaint regarding polluting the environment with moth balls.

Secretary Ferguson also informed the board that she will be resigning effective after today's meeting.

- d. Manager's Report – Manager Zaida Place reported that her report stands as written with add-ons regarding hurricane season preparation notice to homeowners and availability of Contractor/Handyman/Cleaner contact information.
- e. The President reported that he's in Seattle, Washington at present meeting with Water Tectonics doing groundwork for WWTP replacement and if time allowed would be visiting other facilities they designed in the area.

Insurance Deductible – President Thornton also reminded homeowners to add additional coverage to your HO6 policy to cover the gap in coverage for the Wavecrest deductible. Inquire with your agent.

A call for board members was made. Anyone interested please inquire with the office or send a short bio to wboardsecretary@gmail.com

3. Discussion/Action Items

- a. SMA – Although Wavecrest is allowed to do repairs without SMA, all homeowners will need to go through the County SMA permitting process prior to doing any alterations/remodels. COM link available through the office.
- b. Fiberoptic Network – Now online. Notified that no free internet as previously discussed due to State regulation. Anyone interested in acquiring fiopitics with Hawaiian Telcom, the contact name/number is available at the office.
- c. Delinquencies – Secretary Ferguson unavailable to report. Per President Thornton, Wavecrest is only allowed to collect only 6 months of back dues per State law, hence write-offs upon new ownership. He also noted that there are also delinquencies of fines and insurance coverage, in which Wavecrest purchases insurance for uninsured units.

4. Open Session

- a. JoAnna VanVliet (A112) – Wavecrest received something from JoAnn Sivils of Hawaiiana requesting a meeting with the board regarding fines received back in 2020. President Thornton invited HO Van Vliet to attend executive session to discuss.
- b. Daniel Reed (C105) – Questioned what was “pollution to environment” in secretary’s report. Informed it was moth balls.
- c. Rockland Taylor (C106) - Noted we have an issue with the property next door regarding cats multiplying fast and that he has a solution and a couple volunteers to help.
- d. Randy Carpenter (A301/A302) – Thanked crew for carpet upgrades at Bldg. A. Also noted that he had a past balance and asked what best way was to approach the board. President Thornton advised him to request a meeting with the board via Condo Control or Hawaiiana, and requested the office send mediation information to HO.
- e. Amanda Ballou (A211) – Wanted to recognize Martha for noting the insurance adjustment and for continuing to meet her goal for not pulling from reserves for operations, and that it was commendable. Also, express the opinion, Wavecrest can do better. We need surplus to fund reserves to fund capital improvements and asked how the board was going to generate a surplus as we’re tracking at breakeven. Discussion held.
- f. Janet Herbruck (A307) – Stated that Condo Control was difficult to use. Unable to save comments as published and it was not user friendly. Discussion held.
- g. Robert McCaan (C103) – Four areas of concern – no periodic pest control, gross dumpster at the east end of bldg. c and cats able to get in – request to have replaced, no hot water recirculation in Bldg. C, and requested any new information regarding tenting of buildings. Discussion held.
- h. Anne Flipp (C203) – Question, sees breakdown of delinquencies, however wanted to know HOA late fees and violations? Discussion held. Wants to reiterate what was said regarding no hot water in building A & C and loss of water due to having to run water for a long time. Also, tenting for termites that 6 month’s notice would run into the high season. Discussion held.
- i. Randy Carpenter (A301/A302) – What are the top two or three primary targets for repairs, fixing on the board’s list. Per President Thornton, it’s the Wastewater Treatment Plant with a goal of a net zero cost and other grouping of deferred maintenance, i.e., lanai railings which did not receive proper attention. Wanted to know where gutters and parking lot fit in? Discussion held.
- j. Rockland Taylor (C106) – Volunteering with Zaida to cover work that needs to get done. Homeowners should be in on this also. Gave maintenance personnel Shannon food coloring to add to 4-5 drops in unit tanks to see if leaks are occurring. Also noted shower/water faucets dripping more of a concern.

- k. Daniel Reed (C105) – Noted awesome work on carpet, huge improvement. Plug for staff doing an awesome job from the manager on down, but when talking about finances and raising our monthly dues, consider a formula for annual staff raises due to inflation.
- l. Barbara Goldberg (C206) – Would like to add to what Dan was saying, say Shannon and Bill have been the strength here and applaud Zaida for trying to keep employees.
- m. Beverly Ferguson (B101) – I will be resigning after the executive session and will be moving on Tuesday.

Upon Secretary Ferguson's return to the meeting, the meeting returned to Discussion/Action Item C – Delinquencies. Discussion was held regarding how many outstanding due to board delinquencies or to unpaid fines. Per Treasurer Strock, categories include dues, legal, interest charges, etc. as indicated in the Treasurer's report.

With no further homeowner comments, President Thornton requested to move to Executive Session and return to open session afterwards. Treasurer Strock motioned to move to Executive Session, Director Huck seconded. Motion carried unanimously 6-0-0. The session ended at 10:15 a.m.

5. Executive Session

- a. Executive session convened at 10:16 a.m. No motions or votes.
- b. Executive session closed at 12:14 p.m. HST. Director Strock moved to close the session. Director Huck seconded the motion. Motion passed 6-0-0.

6. Reconvening Open Session and Adjournment

Open session reconvened at 12:15 p.m. HST. The meeting adjourned with a motion from Treasurer Strock and seconded by Director Huck. Motion carried unanimously 6-0-0. The meeting was adjourned at 12:16 p.m. HST.

Respectfully submitted,
Zaida Place, Manager