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**Haleakala Gardens AOA  
Board of Directors' Regular Meeting – November 19, 2012  
Haleakala Gardens Clubhouse**

**1. CALL TO ORDER**

President Oly Noneza called the meeting to order at 5:35 p.m. Mary Jane Kramer, Property Manager (CPMMI) acted as secretary pro tem for the meeting. Quorum was established as six (6) board members were present at the meeting: Oly Noneza, Jeff Mahoney, Carol Pakaki, Bill Lawson, Cheryl Collett, and Lauren Kashtan. Mike Ventura arrived at 6:30 pm.

**2. APPROVAL OF MINUTES**

**MOTION:** Jeff Mahoney made a made a motion to approve the October 17, 2012 Board of Director's Regular Meeting and Executive Session Meeting Minutes and Bill Lawson seconded. The motion passed by unanimous consent as follows: Oly Noneza – yes, Carol Pakaki – yes, Jeff Mahoney – yes, Lauren Kashtan – yes, Cheryl Collett – yes, Bill Lawson – yes.

**3. REPORTS OF OFFICERS AND COMMITTEES**

Oly Noneza thanked the Board for their work during his illness. He asked Carol Pakaki to run the meeting and present the President's report. Bear Winston has been helpful in responding to emergencies, and repairs and painting are on schedule. Building 10 will be painted next which will take about 2 weeks to complete.

Treasurer's Report – To follow under old business.

Landscape Committee Report – Carol Pakaki reported that projects are progressing and within budget.

Architectural Committee – No report.

House Rules Committee – No report.

Communication Committee – No report.

**4. OLD BUSINESS**

*Irrigation Well Update* – The well completion report was received from the State and is awaiting County approval and a certificate. The salt content of the non-potable well water is low and the pressure is twice as good as anticipated which will cut irrigation time in half.

*Enforcement of House Rules* – Tabled. Carol is looking for owners to sign up for a house rules enforcement committee.

*Bulk Cable Proposal for All Units* – An upgraded cable package would require a survey of each owner and is not included in the 2013 the budget. In addition, vacant units and

foreclosures would not be paying for cable which would be covered by the other owners.

*Enforcement of Insurance Requirements* – Proof of insurance will be required from owners by December 31, 2012 or the Board will place insurance, and owners will be charged back. Submittals from all owners will be monitored by CPMMI.

*Owner/Tenant Registration Forms, keys – Need update (require as part of escrow)* – Owners were mailed new registration forms to be updated. Owners are to take charge of their tenants as they are not an Association or management company issue. If forms are not filed, fines will be imposed.

*Approval of 2013 Operating Budget* – The budget shows a 2% decrease in fees and includes window cleaning (including exterior jalousie windows) and new fire extinguishers. Discussion ensued regarding several line items.

**MOTION:** Carol Pakaki made a motion to approve the 2013 operating budget and Bill Lawson seconded. The motion passed by unanimous consent as follows: Oly Noneza – yes, Carol Pakaki – yes, Jeff Mahoney – yes, Lauren Kashtan – yes, Cheryl Collett – yes, Bill Lawson – yes.

*Treasurer's Report* – Lauren Kashtan gave the report. Janie Kramer stated that there are 16 extremely delinquent accounts receivable. The Board instituted a new policy that the Association will place a lien and foreclose on any owner delinquent over 90 days or \$2,500 in arrears.

## 5. NEW BUSINESS

*Management Contract* – Board is negotiating a new contract with CPMMI as it expires in a month. Tabled.

*Owner's Keys* – All keys will be returned to owners as of January 31, 2013. Owners will have to make arrangements for someone to open their unit for pest control.

*Hawaii Inspection Group Proposal to Inspect Lofts – Update* – An updated spreadsheet was prepared for the lofts which shows that out of the 25 units that received complaints, 6 were inspected and do not have lofts. Building permit numbers were included on the spreadsheet for those lofts that were built legally. For those with permitted lofts, a proposal was received from Hawaii Inspection Group to inspect for compliance based on the permit and plans submitted to the County. Oly wants Shannon Imlay to write a letter to clear owners without lofts as of the Board's inspection date. Shannon will also be asked to write a letter to owners who have un-permitted lofts to obtain an after-the-fact permit or remove the loft.

*Smoking Policy* – Janie Kramer suggested designating smoking areas 20 feet from the building. It was suggested to examine existing laws to see how they apply to the Association

and determine if proposed designated smoking areas fall into the criteria for the property. Further research will be done before decisions are made. Tabled.

*Legal Letter* – Shannon Imlay letter which outlines questions that should be answered in order to determine whether there are changes to the common elements was discussed. If the answer to any question is yes, a 67% vote of all owners is required to approve a change to the common element. If the Board adopts the letter as a guideline for architectural review, Shannon would draft a resolution for Board signature which would be sent to the owners. Janie will ask Shannon if the questions covered in the letter are complete enough to cover all architectural review matters which would simplify and give the A/R Committee guidance.

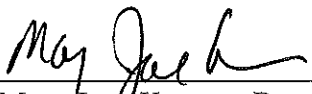
6. **OWNERS FORUM**

Owners expressed their views and concerns.

7. **ADJOURNMENT**

**MOTION:** Jeff Mahoney made a motion to adjourn and Carol Pakaki seconded. The motion passed by unanimous consent as follows: Oly Noneza – yes, Carol Pakaki – yes, Jeff Mahoney – yes, Lauren Kashtan – yes, Cheryl Collett – yes, Bill Lawson – yes.

The meeting adjourned at 7:15 p.m.

  
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Mary Jane Kramer, Recording Secretary  
President of CPMMI-Managing Haleakala Gardens AOA  
Kathryn K. Sherman – CPMMI – Transcription Secretary