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**Haleakala Gardens AOA  
Board of Directors' Regular Meeting – October 17, 2012  
Haleakala Gardens Clubhouse**

**1. CALL TO ORDER**

Acting President Carol Pakaki called the meeting to order at 5:50 p.m. Mary Jane Kramer, Property Manager (CPMMI) acted as secretary pro tem for the meeting. Quorum was established as five (5) board members were present at the meeting: Jeff Mahoney, Carol Pakaki, Mike Ventura, Cheryl Collett (arrived at New Business), and Lauren Kashtan. Oly Noneza and Bill Lawson were absent.

**2. APPROVAL OF MINUTES**

**MOTION:** Lauren Kashtan made a made a motion to approve the July 25, 2012 Board of Director's Regular Meeting and Executive Session Meeting Minutes and Jeff Mahoney seconded. The motion passed by unanimous consent as follows: Carol Pakaki – yes, Jeff Mahoney – yes, Lauren Kashtan – yes, Mike Ventura – yes.

**3. REPORTS OF OFFICERS AND COMMITTEES**

Carol Pakaki gave the President's Report, sitting in for Oly Noneza who was ill. She announced that Jackie Ehrman resigned.

Lauren Kashtan gave the Treasurer's Report.

Carol Pakaki gave the Landscape Committee Report. Installation of the new drip line is progressing with about 4,000 more feet to go. The next project will be to coordinate time clocks to give the right demand for the well. A native melo tree will be planted where the ficus tree was removed when the water situation is resolved.

Architectural Committee – No report.

House Rules Committee – No report.

Communication Committee – No report.

**4. OLD BUSINESS**

*Irrigation Well Update* – A complete eight hour pump test was completed today in order to receive the well completion report from the State.

*Enforcement of House Rules* – Although this was passed at the last meeting, Carol is still rewriting the House Rules which will be e-mailed to the Board when completed. Carol will create a summary page highlighting violations and fines to attach to the House Rules for distribution to the owners.

*Bulk Cable Proposal for All Units* – Oceanic prepared a proposal for Board review. Lauren

Kashtan will follow-up with Oceanic to see if it is cost effective for owners who already have cable packages and DVR. Janie Kramer will need a decision whether to budget this item as the cable cost will increase monthly fees by \$35.

*Approval of Letter from Legal for Alterations of Attic Space* – Legal approved the final of the second letter to be sent out to owners who have alterations to their attic space. If owners do not comply as specified in this letter, they will be put on notice with the County.

**MOTION:** Lauren Kashtan made a motion to approve the letter to be sent to the owners who have alterations to their attic space and Carol Pakaki seconded. A vote was not taken.

*Enforcement of Insurance Requirements* – A letter will be sent to owners requiring them to place homeowners insurance within sixty days and provide CPMMI proof of insurance or the Association will purchase insurance for the owner and charge their account for the cost.

*Owner/Tenant Registration Forms, keys – Need update (require as part of escrow)* – Janie Kramer prepared a draft cover letter outlining the management company's scope of work and who to contact for other issues to be sent to owners along with registrations forms to be completed and returned to and kept by the management company. It was proposed that a buyer provide insurance, a tenant registration form for rentals and contact number of their managing agent if they do not live on Maui as escrow requirements. The House Rules will be changed to delete the requirement for keys, and keys currently held will be returned to owners. Owners will be required to make their own arrangements for spraying. Janie will address requirements for a managing agent for people who do not live on Maui.

## 5. NEW BUSINESS

*Letter from Cynthia Clark* – Cynthia's letter to the Board dated September 14, 2012 asked for clarification or resolution of issues regarding landscaping, communication, and the need for a manager on the property. Discussion ensued to address her concerns. A manager on the property will be considered again and Carol Pakaki spoke to the property landscapers regarding her concerns.

*Approve or Change Preliminary Reserve Study* – It was determined to finalize the study for CPMMI to complete the 2012 budget to send to the owners. The reserves are currently fully funded, but additional reserves of \$140,000 for paving and roof repairs are required for 2013.

**MOTION:** Mike Ventura made a motion to approve the preliminary reserve study and Jeff Mahoney seconded. The motion passed by unanimous consent as follows: Carol Pakaki – yes, Jeff Mahoney – yes, Lauren Kashtan – yes, Mike Ventura – yes, Cheryl Collett - yes.

*Approval of 2013 Operating Budget* – Two draft budgets, which included window cleaning (including exterior jalousie windows) and new fire extinguishers as discussed at the last meeting, were distributed for review. Also, one budget includes bulk cable and one does not.

The budget does not include a resident manager. The budget needs to be approved for distribution to owners at the end of November.


6. **OWNERS FORUM**

In response to Sandi Camargo's concerns, Carol Pakaki will check into changing to 4 landscapers working 3 hours per day, 3 times per week. Aleva will be kept as part of the crew. The landscapers will be asked to use their own equipment, i.e., golf cart and trailer.

7. **ADJOURNMENT**

**MOTION:** Lauren Kashtan made a motion to adjourn.

The meeting adjourned at 7:45 p.m.

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