

MINUTES

**AOAO THE VILLA ON EATON SQUARE
REGULAR MEETING OF THE BOARD OF DIRECTORS
On Site (Recreation Deck)
400 Hobron Lane
Honolulu, HI 96815
Monday, January 12, 2015**

- I. **CALL TO ORDER:** Noting the presence of a quorum, President LaCasse called the meeting to order at 7:00 p.m.

Present: President Steve La Casse, Vice President Robert Dale, Secretary Carol Mann-Molay, Directors Jay Noll, Loretta Falls and Edmund Wong (Commercial/VPP)

Not Present: Directors Michael Warren and Don Persons (Commercial/ESSP)

Invited: Atrious Alexander, General Manager Villa on Eaton Square
Jeff Dickinson, Property Manager, Hawaiian Properties, Ltd.

- II. **OWNER'S FORUM:** Owners commented on various issues.

- III. **MINUTES:** Director Falls moved to approve the minutes of the Regular Board of Directors Meeting held on October 6, 2014. The motion was seconded and carried unanimously.

- IV. **GENERAL MANAGER'S REPORT:** General Manager Alexander provided a written report and answered questions from the Board. General Manager Alexander was directed to obtain additional proposals for the repair/replacement of the fan coil units in the Yoga room.

- V. **TREASURER'S REPORT:**

A. **Financial Statement:** Property Manager Dickinson reported on the November 2014 financial statement. Treasurer Sullivan submitted his resignation from the Board prior to the meeting. Director Noll moved to appoint Vice President Dale as Treasurer until the Annual Meeting. The motion was seconded and carried unanimously.

B. **2015 Budget and Reserve Study:** The Board discussed the 2015 Budget and Reserve Study. No action taken.

C. **Priority of Payments:** Deferred.

- VI. **COMMERCIAL REPORT:** No report.

Director Wong departed at 7:43 p.m.

VII. COMMITTEE REPORTS:

- A. Modernization Committee: Secretary Mann-Molay reported for the Modernization Committee. The Board is discussing various contract options for the lobby renovation.
- B. Garage Steering Committee: Director Noll reported that he met the garage operator and discussed various issues.
- C. House Rule Committee: Hearing no objection, the House Rule Committee was dissolved. Director Falls moved to authorize the Association Attorney to review the existing house rules for compliance with 514-B, Federal and State Law. The motion was seconded and unanimously.

VIII. UNFINISHED BUSINESS:

- A. Garage Spalling and Building Capital Expenditure Projects: The Board discussed the garage spalling and other capital expenditure projects. No action taken.
- B. Mandatory Insurance: The Board discussed forced place insurance (H-O6). The Property Manager reported that only 50% of the unit owners had submitted their proof of insurance. The Board directed the Property Manager to work on a revised letter to send to those who have not responded.
- C. Building Capital Repair Proposal: The Board discussed the expense associated with the contract from Bergeman Group. The Board directed the Property Manager to inform Bergeman Group to cease any further work until approved by the Board.

IX. NEW BUSINESS:

- A. Unit 611, Request: The Board discussed a request from Unit 611 for a refund of \$200.00 for two FOB's, without a receipt. Secretary Mann-Molay moved to deny the request. The motion was seconded and carried with Director Noll opposed.
- B. Landscape Committee: The Board discussed the Landscape Committee. Secretary Mann-Molay moved to appoint Joanne Kissler (Unit 1706) as Committee Chair of the Landscape Committee. The Committee shall provide a mission statement, outlining roles and responsibilities for the Board's review. The motion was seconded and carried unanimously. Director Noll moved to terminate Landscape Hawaii and to approve the proposal from Ultimate Innovations at a cost of \$1,200.00 per month plus tax. The motion was seconded and carried unanimously. April 7, 2014 Villa Board minutes, inception of Landscape Committee. May 5, 2014 Board meeting, Directors unanimously approve April minutes. Landscape Committee has never been disbanded since inception.
- C. Recreation Deck Waterproofing: The Board discussed the waterproofing, which was damaged by Island Flooring during installation of the carpet on the Recreation Deck.

The Board directed the Property Manager to follow-up with Island Flooring regarding their course of action.

- D. Security Vacation and Sick Pay: The Board discussed vacation pay and sick leave for the contract security employees. The Board directed the General Manager to contact the security contractor and confirm that the security guards are receiving the same benefits as Villa employees.
- E. Unit 610, Management: The Board discussed rental management for Unit 610. Vice President Dale moved to approve Gold Coast realty as rental agent for Unit 610. The motion was seconded and carried with Director Noll opposed.
- F. Annual Meeting Date: The Property Manager reported that the annual meeting had been scheduled for March 18, 2015. The Board directed the General Manager to request proposals for food for the Annual meeting.
- G. Chilled Water Leak: General Manager Alexander reported on the dye testing results, which indicated the loss of chilled water is not in the building but another location. The Board directed the General Manager to request proposals for leak detection.
- H. Hot Water Back-up System: The General Manager reported on recent problems with the hot water system. The Board directed the General Manager to research a back-up system.
- X. **ADJOURNMENT**: There being no further business to discuss and hearing no objections the regular meeting was adjourned at 10:50 p.m.
- XI. **NEXT MEETING**: At the call of the Board.

Submitted By:

Carol Mann-Molay, Secretary Board of Directors

Jeff Dickinson, Recording Secretary