

APPROVED

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 6, 2014

- I. **CALL TO ORDER:** Noting the presence of a quorum, President Dale called the meeting to order at 7:07 p.m. President Dale read a statement regarding the role of the Board in managing the Association. President Dale moved that the Board shall make all policy decisions. All decisions by the Board of Directors shall be recorded in the minutes. The Property Manager and the General Manager shall carry out the policies and decisions of the Board. The motion was seconded and will be placed under unfinished business at the next Board meeting.
- Present: President Robert Dale, Vice President Steve LaCasse, Secretary Loretta Falls, Treasurer Richard North, Directors Jay Noll, Steve Sullivan and Colleen Blacktin
- Not Present: Directors Edmund Wong (Commercial/VPP) 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 present raised various issues with the Board of Directors.
- III. **MINUTES:** Hearing no objection the minutes of the December 2, 2013 Board meeting were approved as circulated.
- IV. **GENERAL MANAGER'S REPORT:** General Manager Alexander provided a written report.
- V. **TREASURER'S REPORT:**
- A. **Financial Statement:** The November financial statement was provided for the Board's review.
- VI. **COMMERCIAL REPORT:** No report.
- VII. **COMMITTEE REPORTS:**
- A. **Modernization Committee:** Director Blacktin reported and provided drawings for the lobby renovation. Architect and designer Kevin Caravello participated via a conference call with the Board and owners. Architect Caravello will provide pricing for a color rendering of the proposed lobby renovation.

- B. Garage Steering Committee: Director Noll reported that a response had not been received from the garage licensee (Parallel Capital Partners) to the letter sent by the Steering Committee regarding issues in the garage.

VIII. UNFINISHED BUSINESS:

- A. House Rule Review: The Board discussed the revision of the House Rules. Director Sullivan moved that a House Rule Review Committee be established with Director Noll as the Chair. The motion was seconded and carried unanimously.
- B. Driveway Tree: The General Manager provided proposals for removal of the driveway tree. Director Sullivan moved to approve the expenditure of \$3,664.92 to remove the tree and grind the stump and surface roots. The motion was seconded and carried unanimously. General Manager Alexander was directed to provide pictures to the Board of possible replacement trees.
- C. Renovation Requests: The General Manager reported that no renovation requests had been received.
- D. Fire Safety System: Deferred.
- E. Throat Savers, Trash Chute: Director Noll moved to approve the expenditure of \$1,800.00 for the installation of throat savers on the trash chute doors. The motion was seconded and carried unanimously.
- F. Unit 615, Insurance Claim: Director Noll moved to approve payment of \$12,429.13 for water damaged caused by a common drain line to Unit 615. The motion was seconded and carried. Director Sullivan recused himself from the vote.

IX. NEW BUSINESS:

- A. Roof Drain Line, Insurance Claim: Director Blacktin moved to approve payment of \$23,210.31 for water damage caused by a common drain line to eight units. The motion was seconded and carried. Director Noll recused himself from the vote.
- B. Generator Maintenance Proposal: General Manager Alexander provided proposals for preventative maintenance for the emergency generator. Director Sullivan moved to approve the proposal from Hawthorne for quarterly maintenance and an annual load test at an annual cost of \$3,153.01. The motion was seconded and carried unanimously. The Board requested that the maintenance contractor trace the lines from the automatic transfer switch to the end component.
- C. Electric Meters: The Board discussed a proposal for replacement of an electric meter that reads the usage for the Villa Professional Plaza. Director Sullivan moved to replace the meter at a cost to be determined. The motion was seconded and carried

unanimously. The Board directed the General Manager and Property Manager to determine, which meters serve the Villa Professional Plaza.

- D. Recreation Deck Phone and Internet: Director Sullivan moved to have the existing phone lines traced to the Recreation Deck and if located to proceed with Hawaiian Telephone phone and internet service. The motion was seconded and carried unanimously.
- E. Trash Compactor: The Board discussed a proposal for trash compactor maintenance. Director Sullivan moved to approve a preventative maintenance contract for the trash compactor at a cost of \$125.00 per quarter. The motion was seconded and carried unanimously.
- X. ADJOURNMENT: There being no further business to discuss and hearing no objections the meeting was adjourned at 9:42 p.m.
- XI. NEXT MEETING: Monday, February 3, 2014, 7:00 p.m.

Submitted By:



Loretta A. Falls, Secretary Board of Directors



Jeff Dickinson, Recording Secretary