

AOAO THE VILLA ON EATON SQUARE

MINUTES OF THE REGULAR MEETING

OF THE BOARD OF DIRECTORS

On Site (Recreation Deck)

400 Hobron Lane

Honolulu, HI 96815

Monday, October 7, 2013

I. CALL TO ORDER: Noting the presence of a quorum, Vice President Steve LaCasse called the meeting to order at 7:08 p.m.

Present: Vice President Steve LaCasse, Secretary Loretta Falls, Treasurer Richard North, Directors Jay Noll and Colleen Blacktin

Not Present: President Robert Dale, Directors Steve Sullivan, 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: Secretary Falls moved to approve the minutes of the Regular Board of Directors Meeting held on September 9, 2013. The motion was seconded and carried unanimously.

IV. GENERAL MANAGER'S REPORT: General Manager Alexander provided a written and verbal report. Secretary Falls moved to authorize the expenditure of up to \$2,500.00 for the

purchase of a FLIR thermal imager. The motion was seconded and carried unanimously.

V. TREASURER'S REPORT:

A. Financial Statement: Treasurer North reported on the August 2013 financial statement.

VI. COMMERCIAL REPORT: No report.

VII. COMMITTEE REPORTS:

A. Ad-Hoc Eaton Square Parking Garage Committee: No report.

B. Modernization Committee: Director Blacktin reported that carpet samples will be arriving prior to the next Board meeting and will be available for view by the owners in the lobby.

VIII. UNFINISHED BUSINESS:

A. House Rule Review: The Board discussed revision of the House Rules. Secretary Falls provided some suggested changes to the Board and requested input from those owners present.

B. Lobby Fan Coil Unit Proposals: The Board discussed the replacement of the fan coil unit in the lobby. General Manager Alexander provided an engineering report recommending

installation of a split air conditioning system. The Board directed the General Manager to solicit proposals.

C. Driveway Tree: The Board discussed the condition of Banyan tree in the driveway. General Manager Alexander has contacted an arborist and is waiting for a report.

D. Renovation Request; The Board discussed a renovation request from Unit 3205. Director Noll moved to approve the renovation request from Unit 3205 subject to adherence to the Apartment Alteration Guidelines. The motion was seconded and carried unanimously.

E. Fire Safety System: The Board discussed updating the fire safety system in the building.

IX. NEW BUSINESS:

A. Garage Steering Committee Representative: Director Noll volunteered to represent the Board on the Garage Steering Committee. There was no objection.

B. Mechanical Equipment Repairs: Director Blacktin moved to authorize the expenditure of \$6,311.00 plus tax for replacement of the variable frequency drive on cooling tower #1, replacement of two condenser water sensors and cleaning of two

elevator room air conditioners. The motion was seconded and carried unanimously.

C. Renovation Policy: Director Noll moved to authorize the General Manager to review and approve applications for apartment alterations, subject to the Association's Apartment Alteration Guidelines and submit his determination to the Board at the next scheduled Board meeting for ratification. The motion was seconded and will be placed under Unfinished Business at the next Board meeting.

D. Spending Authority: Director Noll moved that when the Villa General Manager determines a repair to any Villa system is necessary and that postponing said repair until the next Board meeting would likely result in further damage and the anticipated cost of said repair would exceed \$2,000.00, the GM will put a comprehensive proposal in writing and email it to the Board members who will, by the close of the next calendar day, offer their opinion for the purpose of forming a consensus. A consensus of those proposed action, which shall be ratified at the next Board meeting. The GM shall have authority to independently order repairs with a cost not to exceed \$2000.00 each. The motion was seconded and will be placed under Unfinished Business at the next Board meeting.

E. Trash Compactor Repair: Director Blacktin moved to authorize the expenditure of \$3,200.00 for repair of the trash compactor. The motion was seconded and carried unanimously.

F. Annual Meeting Date: The Annual meeting of Apartment Owners is scheduled for Monday March 10, 2014 at 7:00 p.m.

X. ADJOURNMENT: There being no further business to discuss and hearing no objections Vice President LaCasse adjourned the meeting into Executive Session at 8:45 p.m. to discuss delinquencies, legal, personnel and contractual issues.

XI. NEXT MEETING: Monday, November 4, 2013, 7:00 p.m.

Submitted By:

Loretta A. Falls, Secretary Board of Directors

Jeff Dickinson, Recording Secretary