

## **Kanaloa At Kona Quarterly Board Meeting**

**April 27, 2017 9:30 p.m. Present All Board, Dean Yamamoto, Stephen Hicks. Owner - Rich Jarvinen**

**Location - GM's Office**

- I. **Call to Order:** Forbes Burdette, President, called the meeting to order at 9:30 a.m.
- II. **Roll Call:**

*Present:* Forbes Burdette, Bill Dallenbach, Jerry Ernst, Bill Lamberton, George Pittman, Rex Sawyer, & Steve Tanberg. Quorum was established.

*Guests:* Owner Rich Jarvinen, Castle Resorts & Hotels Members; Dean Yamamoto – VP of Finance, Stephen Hicks – General Manager
- III. **President's Comments:**

Forbes Burdette commented this meeting would be a preview to the Annual Meeting, as many ongoing projects will be approved and presented at that time.
- IV. **Owner Review Committee**
  1. Bill Lamberton introduced Rich Jarvinen and asked him to report on a financial review that had been done by several owners. Mr. Jarvinen spoke about financial documents from the first quarter of 2016 that were reviewed. There were multiple requests to the GM which were quickly followed up on. The owner committee had several phone conversations with the GM to clarify details. The committee narrowed its focus down to two areas, Purchase and Repairs, and Work Order Recovery. After completing their review, the committee did not find any details that were in error or in need of ongoing follow up. The AOA's independent annual audit also did not find any areas of impropriety or concern. Steve Tanberg stated it was good to hear there were no improprieties. The board is satisfied with the current processes in place and Castle's management of the AOA's resources.
- V. **Approval of the quarterly meeting minutes from January 27<sup>th</sup>, 2017:**

Forbes Burdette, President, asked for approval of the minutes.  
A motion was made by Steve Tanberg to approve the minutes from January 27, 2017 meeting. Jerry Ernst seconded the motion. The motion carried unanimously.
- VI. **Treasurer's report and Committee reports were deferred to the annual owners meeting.**
- VII. **Old Business**

1. Steve Tanberg motioned to add \$12,000 for repair or replacement to the pier rehabilitation project in 2017. Bill Dallenbach 2<sup>nd</sup>, All in favor.
2. George Pittman motioned for \$6,700 to repair beams and rafters on bathroom side of Ocean Pool Cabana. Bill Lamberton 2<sup>nd</sup>, All in favor.
3. George Pittman motioned to increase the lobby renovation funds from \$6,500 to \$11,500. Bill Dallenbach 2<sup>nd</sup>, All in favor.
4. George Pittman motioned to approve removal of all Lahala Trees. Steve Tanberg 2<sup>nd</sup>, All in Favor – To be completed in conjunction with scheduled tree trimming over the next 18 months.
5. Bill Lamberton motioned to approve purchase of new Gate Mechanisms, increasing budget from \$21,00 to \$25,500. Steve Tanberg 2<sup>nd</sup>, All in favor.
6. George Pittman motioned to approve 3<sup>rd</sup> year cycle on-site reserve study at cost of \$4,000. Jerry Ernst 2<sup>nd</sup>, All in favor.
7. Bill Lamberton motioned to approve Final version of annual audit. Jerry Ernst 2<sup>nd</sup>, All in favor.
8. Rex Sawyer motioned to make a 13-month investment. The investment under consideration is a Wells Fargo 13-month CD for 1.25%. Steve Tanberg 2<sup>nd</sup>, All in favor. Membership must be notified at annual meeting.
9. Attorney Triantos has filed a summary judgement motion regarding the cat issue in unit 303. Court hearing is set for May 25<sup>th</sup>, 2017.
10. Reviewed owner inquiry, to open Ocean Pool bar area for service. Board request additional business plan details.
11. AOA had instructed Castle to collect past due maintenance fees from unit in Castle rental program. This collection began in April 2017.

#### **VIII. New Business**

1. Phone System under review, Bill Dallenbach heading the review.
2. ADA we need to ensure that we are following up on details of 2011 ADA Study.
3. Dean Yamamoto directed to review current collection policy.
4. Stephen Hicks to find out status of ownership for unit 903.
5. Lien is to be filed on unit 1205 for delinquent maintenance fees.

Forbes Burdette motion to adjourn, Steve Tanberg 2<sup>nd</sup> All in favor. Adjourn 12 noon Next Meeting Friday July 28, 2017 at 9am