



APPROVED

MINUTES

LALEA AT HAWAII KAI AOA

Regular Meeting of the Board of Directors of the Association of Apartment Owners of Lalea at Hawaii Kai.

- DATE:** Tuesday, June 4, 2024
- PLACE:** On-Site at the Crow's Nest
- DIRECTORS PRESENT:** President Jim Yasue, Vice President Andrew Gomes, Secretary Scott Sakata, Directors Jon Kato, Monique Pascual, Lenora Low and Braden Smith.
- DIRECTORS ABSENT:** Treasurer Marc Matsuura and Director Oksana Rego.
- BY INVITATION:** Site Manager Royce Makaea and Property Manager Cindy Kuhlman Low, Touchstone Properties, Ltd.
- OWNERS PRESENT:** Krystal Haywood (144), Sandy Jansen (146) and Justin Muneoka-Nagy (247).
- CALL TO ORDER:** Noting the presence of a quorum, Vice President Gomes (the "Chair") called the meeting to order at 7:02 p.m.

Hearing no objection to taking the Agenda out of order, Vice President Gomes had Site Manager Makaea open the meeting with presenting his report.

I. MANAGEMENT REPORT:

- A. Site Manager.** The Board reviewed the Site Manager's report covering the months of April 2024, copies of which are on file with the Managing Agent and noting any direction from the Board:
- 1. Survey Maps.** Site Manager Makaea to pull the survey maps from the Association's records so that property lines can be determined. The Board would like to determine who is responsible for the upkeep of the landscape beyond the ditch.
 - 2. Lighting & Parking Issues.** The Board requested that Royce drive through the property in the evening from time-to-time to ensure that the pole lights are operational and to ensure that parking rules are being followed.
 - 3. Pool Temperature.** The Board directed Royce to decrease the pool temperature due to the hot summer months that are upon us.

7:15 p.m. Vice President Gomes relinquished the "Chair" to President Yasue.

II. OWNERS CORRESPONDENCE / CONCERNS:

- A. **Justin Muneoka-Nagy (247).** Owner Justin Muneoka-Nagy wanted to know the procedure in requesting to install air-conditioning units to his bedrooms and living room. The Board informed the owner that he would need to submit an application for their review and approval. He was also reminded that there are drawings that are available which are a part of the House Rules for building the air-conditioning unit boxes.

III. APPROVAL OF MINUTES:

Director Smith moved to approve the Minutes of the Regular Board of Directors meeting held on April 9, 2024 as circulated. Vice President Gomes seconded and the motion passed unanimously.

IV. FINANCIAL REPORTS:

Director Smith moved to accept the financial reports for the months ending February 29 and March 31, 2024 subject to audit. The motion carried unanimously.

V. COMMITTEE REPORTS:

- A. **Building & Grounds Committee.** Chair Smith recommended the approval of the following alterations as submitted:

1. **Unit 94.** Director Smith moved to approve a screen door installation. Vice President Gomes seconded, and the motion passed unanimously.
2. **Unit 114.** Director Smith moved to approve flooring replacement throughout the unit. Director Low seconded and the motion passed unanimously. *Unit Type: AR.*

- B. **Newsletter Committee.** Chair Sakata had nothing to report.

VI. UNFINISHED BUSNIESS:

- A. **Painting Project.** Building #1 is in progress. A/C boxes, storage unit doors (in private courtyards) and wooden screen doors will be painted by Emerald. If these components need repair, owners will be notified to repair at their cost. Exterior paint will be provided by the Association to match the building's body color. Also, the Board reiterated that any unit not prepared for the painters upon their arrival will be skipped over as to not hold up the project. If a charge is assessed by the painting company to re-mobilize, it will be passed on to the owner for reimbursement to the Association.

VIII. NEW BUSINESS:

- A. Gutter Downspout Repairs.** Director Smith moved to approve the proposal submitted by Rainbow Roof to repair the gutter downspouts to affected units: #31, 40, 42, 61, 81, 84, 110, 132, 189, 193, 237, 239, 240, 261 and 276. The proposed cost is \$1,822.00 tax included; however, the cost will be amended to add unit 51 to the list. Director Low seconded and the motion passed unanimously.
- B. Website.** The Managing Agent was directed to update the website to include the notices pertaining to the projects in-progress, like painting and dryer duct cleaning and unit termite inspections at the end of summer.
- C. Parking Violation Enforcement.** Due to the increase in the amount of vehicles that are either double parking within a single stall and/or parking in the fire lanes (main throughway), the Board directed management to issue violations to offenders with a verbal warning, \$50 fine for 2nd offense and \$100 fine for 3rd offense.

IX. EXECUTIVE SESSION: None.

X. NEXT MEETING:

Regular: Tuesday, July 9, 2024 at the Crow's Nest at 7:00 p.m.

XI. ADJOURNMENT:

Upon the unanimous consent of the Board of Directors, the Chair adjourned the Regular Meeting at 8:25 p.m.

Approved as to form and content,

Scott Sakata, Secretary
LALEA AT HAWAII KAI AOO

By direction;

Cindy Kuhlman Low
Property Manager/Recording Secretary
TOUCHSTONE PROPERTIES LTD., AAMC®
As Agent for LALEA AT HAWAII KAI AOO