

## Board of Directors Meeting

### Windward Passage Association of Apartment Owners

5:30 p.m., Thursday, January 24, 2019 - On-site

# AGENDA

#### I. CALL TO ORDER

#### II. ESTABLISH QUORUM

President Hamilton Winston, Vice President Lorna Awana, Secretary Roy Wilkens, Treasurer Hector Yango, Director Joe Kiefer, Director Dick Holt, Director Keeley Cunningham

By Invitation: Tom Heiden (M.E.) Hawaiiana Management Co.  
Ali Texeira, Resident Manager

#### III. APPROVAL OF AGENDA

#### IV. APPROVAL OF MINUTES

- Board Meeting – November 29, 2018

#### V. COMMITTEE & OTHER REPORTS

- Treasurer
  - i. Financial Statement – Unaudited Month Ending December 31, 2018
  - ii. Treasury Report – Reserve Budget as of December 31, 2018
  - iii. Wells Fargo Reserve Funds – December 31, 2018
  - iv. Expense Report – Revere & Associates as of 11/30/2018

#### VI. RATIFICATIONS & AUTHORIZATIONS

- Building Maintenance Expenditures
  - Advantage Carpet \$1,570.51
  - Mekala Powdercoat \$1,559.04
- Reserve Fund Expenditures
  - Melelia Pool Service \$10,688.48
- Financial & Administrative
  - Revere & Associates \$1,073.30
  - Revere & Associates \$27,514.37

#### VII. BUILDING COMMITTEE RECOMMENDATIONS – See report dated 1/3/2019

#### VIII. FINANCE COMMITTEE RECOMMENDATIONS – None

#### IX. RESIDENT MANAGER REPORT

- **Contract Renewals** – To be reported by RM

- **Construction Report** – To be reported by RM

*Committee's and Resident Manager's recommendations are reflected in contract renewals and under unfinished or new business accordingly. A copy of Resident Manager's Report and the Building Committee Results will be filed with AOA records*

**X. KGCA REPORT**

**XI. UNFINISHED BUSINESS**

- Rec Deck Renovations
- Aoloa Street Rock Wall/Fence
- Hallway Renovations
- Social Room Renovations

**XII. NEW BUSINESS**

- Colburn Plumbing Proposal – Hot Water Heating System (Options 1 & 2)
- Doonwood Engineering Proposal – Hot Water Return Circulating Pump - \$1,099.48
- 2018 House Rules Violations (For Board Review Only)
- Email from Danielle Scherman (Unit 1612) re: HR Amendment 1.7  
(Written Response Required)

**XIII. EXECUTIVE SESSION (Legal, Personnel & Contracts)**

**XIV. ADJOURNMENT**

- XV. NEXT MEETING:** The next Regular Board Meeting is scheduled for February 28, 2019 at 5:30 p.m. onsite, Social Room.