

**WINDWARD PASSAGE  
BOARD OF DIRECTORS' MEETING  
January 23, 2020  
MINUTES**

**I. CALL TO ORDER**

The regularly scheduled meeting of the Board of Directors was called to order at 5:40 p.m. onsite in the social room.

Directors Present: President Joe Kiefer, Secretary Jennifer George, Directors Lorna Awana Treasurer Hector Yango and Director Keeley Cunningham and Director Dick Holt

Absent: Vice President Roy Wilkens,

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

**II. APPROVAL OF AGENDA** – The Agenda for the Meeting was unanimously approved.

**III. APPROVE MINUTES**

Director Awana moved to approve the Regular Meeting Minutes of November 26, 2019. The minutes were approved unanimously.

**IV. COMMITTEES**

**TREASURER'S & Finance Committee Report**

Treasurer Hector Yango made a presented a written and a verbal report.

The Financial Statements (unaudited for October and November (December was moved to Executive Session); The Treasury Report – Reserve Budgets for October, November and December 2019 and the Wells Fargo Reserve Funds reports for October, November and December were presented.

Treasurer Yango moved that all the reports be approved subject to audit and the motion was approved unanimously.

**Ratifications and Authorizations**

Director Awana moved to accept the following Ratifications and Authorizations: Advantage Carpet Care - \$7,686.59; GOC Technologies - \$30,890.04 and the annual renewal for unit 210. The motion passed unanimously.

**Building Committee (BC)**

Director Holt reported on the January 22, 2020 Hot Water meeting. President Kiefer reported that the installation of the new Fire Alarm System had begun.

**Finance Committee Reports & Recommendations**

None

**V. RESIDENT MANAGER'S REPORT** – Resident Manager Texeira submitted a written report which was distributed to all Board members. The annual review of the Trees of Hawaii contract was deferred.

**VI. KGCA Report** –

Deferred to the February meeting.

**VII. Social Committee Report** – None

**VIII. UNFINISHED BUSINESS**

**Hot Water Issues** – Covered in the Building Committee Recommendations Report by Director Holt.

**Fire Alarm Replacement Status** – The Project has commenced.

**Fire Sprinkler/Lanai Deck Inspection** – Ongoing.

**Pickleball Court** – The boundary lines have not been installed.

**Unit 210 Lease Agreement** – Approved in the Ratifications and Authorizations.

**IX. NEW BUSINESS**

**Conversion to aXess Point (aXP2)** – President Kiefer announced that the Board had accepted the new agreement on behalf of the Association for a three-year term at a cost of 2,188 per annum. President Kiefer noted inconsistencies and an early termination of the original agreement with aXess point.

**Annual Meeting Date** – The Board requested that ME Heiden attempt to move the annual meeting date to an earlier date if possible.

**Hawaiiana Accounting System** – Discussion about Hawaiiana's ability to assume responsibility for accrual accounting.

**EXECUTIVE SESSION**

The Board of Directors meeting was adjourned at 6:04 p.m. to move into Executive Session for a discussion of Legal and Personnel matters. The meeting reconvened at 6:46 p.m.

**NEXT MEETING**

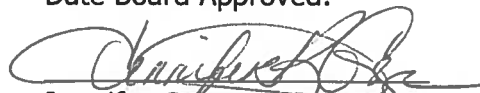
The next Board of Directors meeting is scheduled for February 27, 2020 at 5:30 p.m., onsite.

**ADJOURNMENT**

There being no further business, the board meeting was adjourned at 6:46 p.m.

Tom Heiden, Recording Secretary

Date Board Approved:

  
Jennifer George, Secretary