

WEST LOCH FAIRWAYS
MINUTES OF THE REGULAR BOARD OF DIRECTORS' MEETING
Tuesday, March 17, 2015
Asing Park, Ewa Beach

PRESENT: President Bob Hochstein, Vice President Tom Hiltner, Treasurer Beverly FeBenito, Secretary John Rogers, Directors Rich Ashley, Craig Wortham and Yvonne Dembinski

EXCUSED: Directors Mike Nii and Dominic Sparacio

BY-INVITATION: Community Association Manager (CAM) Lynn Uyenco with Hawaii First Inc. and Site/Covenant Manager Robert Allocco

CALL TO ORDER: Having determined the presence of a quorum, President Hochstein called the meeting to order at 6:05 p.m.

ORDER OF BUSINESS

HOMEOWNERS' CONCERNS: Ms. Debbie Laureta (Lot 334) had comments regarding continuing neighborhood issues.

APPROVAL OF MINUTES

- A. January 20, 2015 Board Minutes - Director Wortham moved and Director Dembinski seconded the motion to approve the January 20, 2015 Regular Board of Directors' Meeting minutes with the following correction: Page 2 (B.) under New Business should read: President Hochstein moved and Director Ashley seconded the motion to authorize Secretary Rogers to negotiate a three-year contract with an **annual** increase of 1.5% with RJP Landscape subject to final approval by the Board. Motion carried with unanimous approval.
- B. February 17, 2015 Annual Meeting Minutes – Director Wortham moved and Secretary Rogers seconded the motion to approve the Feb. 17, 2015 Annual Meeting minutes as written. Motion carried with unanimous consent.
- C. February 17, 2015 Organizational Meeting Minutes – President Hochstein moved and Vice President Hiltner seconded the motion to approve the Feb. 17, 2015 Organizational Meeting Minutes as written. Motion passed with unanimous consent.

FINANCIAL REPORT

- A. Financial Statements – Treasurer FeBenito moved and Director Wortham seconded the motion to file the Nov., Dec. 2014, Jan. and Feb. 2015 financial statements subject to audit. Motion carried with unanimous approval.
- B. CD Maturing on April 30 and May 15, 2015 – Treasurer FeBenito moved and President Hochstein seconded the motion to approve the rollover or re-investment in a six-month CD the CDs maturing on April 30 and May 15, 2015 at the highest interest rate. Motion carried with unanimous consent.

SITE/COVENANT MANAGER'S REPORT – Site/Covenant Manager Robert Allocco provided a written site management report, maintenance status log and violations log to all Board members and Community Association Manager. He reported on the following items: lamp pole painting, property inspection, association lights, tree trimming, electric repairs, signs and enforcement status

Motion: President Hochstein moved and Director Ashley seconded the motion to approve two cement pole collar repairs not to exceed \$600 and the Site Manager to select the lowest bid. Motion carried with unanimous consent.

Motion: President Hochstein moved and Vice President Hiltner seconded the motion to pre-approve up to \$450 for repairs of mobility scooter. Motion passed with unanimous approval.

Motion: President Hochstein moved and Vice President Hiltner seconded the motion to approve the proposal of Pearl City Glass Shop to replace stated guard shack windows for \$844.64 subject to the vendor's providing a minimum 90-day warranty. Motion carried with unanimous approval.

Motion: Secretary Rogers moved and Director Wortham seconded the motion to approve the proposal of Paradise Handyman to clean four camera glass covers now at a price of \$198.95 and as needed. Motion carried with unanimous consent.

Motion: Vice President Hiltner moved and Director Wortham seconded the motion to authorize Secretary Rogers to develop a spreadsheet for interior and exterior guard shack repairs and maintenance with the Site Manager. Motion carried with unanimous consent.

COMMITTEE REPORT

- A. Design Committee – In February 2015, 12 submitted, 12 approved; in March 2015, eight approved and one disapproved.
- B. Website–Chair John Rogers provide a brief report on the website.
- C. Landscape - RJP Landscape submitted a report on landscaping, irrigation and water feature. Landscape Chair Rogers provided a brief report.
- D. Social Committee – Chair Yvonne Dembinski gave a short verbal report on planned events.
- E. Ad hoc Committee for Revisions to the DCC&Rs & Design Standards – Design Committee Chair Tom Hiltner will contact the architect regarding options for design changes.
- F. Ad hoc Committee for Alleyway Repairs – No report

UNFINISHED BUSINESS

- A. Bike Path – Director Wortham moved and Secretary Rogers seconded the motion to remove the deadline to execute the contract to demolish the Bike Path. Directors Wortham, Rogers, Hiltner, FeBenito, Dembinski voted yes; Director Ashley abstained. Motion carried.
- B. Galvanized Electric Boxes – The Site Manager will prepare a draft letter for the attorney to

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review.

- C. Status of Lamp Pole Painting Proposals – Ongoing
- D. Smith Hawaii's Alleyway Assessment Report – In progress
- E. Board Resolution for Selected Service Roads – Waiting for association attorney's response
- F. Status of Irrigation Repairs at A'awa Drive for \$2,262.01 – Completed
- G. Feral Cat Trapping – Dropped from the agenda
- H. Status of Tree/Bush Removal behind Lot 242 for \$157.07 – Completed
- I. RJP Landscape's New Contract – President Hochstein moved and Secretary Rogers seconded the motion to pay RJP Landscape's March 2015 invoice with a 1.5% increase while the Board continues to review the contract. Motion carried with unanimous consent.

NEW BUSINESS

- A. Ratify Approval of Various Electrical Repairs for \$4,840 by Delta AG – President Hochstein moved and Director Wortham seconded the motion to ratify approval for various electrical repairs by Delta AG for \$4,840. Motion carried with unanimous consent.
- B. Proposal for Irrigation Upgrade in Greenbelt 5 for \$2,714.55 – Director Wortham moved and Secretary Rogers seconded the motion to approve the proposal for irrigation upgrade in greenbelt 5 for \$2,714.55. Motion passed with unanimous consent.
- C. Maintenance Log – Secretary Rogers moved and Director Wortham seconded the motion to open a Google account for maintenance log for the Site Manager and RJP Landscape to use. Motion carried with unanimous approval.

EXECUTIVE SESSION: The Board of Directors adjourned to Executive Session at 8:50 p.m. to discuss legal issues. The Board took appropriate action. The Regular Board of Directors' Meeting reconvened at 8:59 p.m.

NEXT MEETING - The next Regular Board of Directors Meeting is scheduled for Tuesday, April 21, 2015 at 6:00 p.m. at Asing Park.

ADJOURNMENT - There being no further business to discuss, President Hochstein adjourned the meeting at 9:00 p.m.

Submitted by:
Lynn Uyenco, CPM®, CMCA®
Senior Vice President
Hawaii First Inc.