

MAUI LEA TIME INTERVAL OWNERS ASSOCIATION
BOARD OF DIRECTORS
REGULAR CONFERENCE CALL MEETING
September 15, 2020

I. Call to Order

President Bill Petro called the meeting to order at 10:40 a.m. HST.

II. Establish Quorum

Members Present: Bill Petro, Loren Knott, CJ Law, Tim Ohm, Dick Endean, Bob Jacalone, Paul DiMarchi.

Maui Hill Board: Dick Endean, Loren Knott, CJ Law, Alex Cordas, Carl Carlson.

By Invitation: Frank Robar & Mike Robar Condominium Fiscal Management Inc., Co-Plan Manager Maui Lea; Nancy Benson, Owners' Services; Dennis Costa, General Manager; Ruth Okada, Aqua-Aston Hospitality, Inc., Co-plan Manager.

Bill Petro thanked Nancy Benson and Loreen Hulihee for collecting sufficient proxies for a quorum at the annual owners meeting.

III. Approval of Agenda

MOTION #1: Paul DiMarchi moved to approve the agenda with the change in the agenda for the minutes for approval from 4/24/20 to 4/23/20. The motion was seconded by Tim Ohm and passed by unanimous consent.

IV. Approval of Minutes 4/23/20 (Regular) & 7/17/20 (Special) Meetings

MOTION #2: CJ Law moved to approve the minutes of the 4/23/20 Regular meeting as circulated without changes. The motion was seconded by Dick Endean and passed by unanimous consent.

MOTION #3: Dick Endean moved to approve the minutes of the 7/17/20 Special meeting as circulated without changes. The motion was seconded by Tim Ohm and passed by unanimous consent.

V. Treasurer's Report

1. Financial Review – Tim Ohm reviewed the 8/31/20 financials. There were no questions.
2. Electronic Billing – Mike Robar reported that there are approximately 400 intervals signed up for electronic billings. Owners are also being asked when they purchase if they would like to sign up for this service.
3. Delinquencies & Collections – To be discussed in executive session.
4. Investments – Frank Robar – Reviewed CD investments laddering. Cash will be kept liquid until rates start to increase.

VI. Ad Hoc Committee

1. Energy Audit
 - A. Oversized Fans Upper Floor Units (installed 3 fans) – Dennis Costa reported that he has installed test fans in units #2, #12, #110, but because of low occupancy, comments from the occupants have not been accumulated.

- B. A/Cs Change to Split System – Bob Jacalone reported that he, Dick, and Dennis reviewed potential locations for the condensers for all units. The contractor also reviewed the routing of the plumbing and electrical and confirmed that all installations for all units is possible.
- a. Funding – No discussion.
 - b. Submit for Approval to AOA Board for Phase I (3 AC in a 1, 2, & 3-bedroom unit) – Bob noted that this has not been done yet as he would like confirmation on funding first. General discussion followed on whether the committee should move ahead with the 3 test units for \$45,000 which does not include the patching of holes. CJ Law stated that there is a concern on what the patched holes will look like throughout the property and the AOA's ARC would like to see the patching before approving the split system. Unit #116 is requesting installation of a split system, so the board can wait and review that installation before proceeding. Discussion continued on the installation and if there would be any electrical savings to the Association.

TABLED

MOTION #4: Bob Jacalone moved to approve \$55,000 (includes the removal of the AC and patching of the existing AC hole) for the installation of a split system for the 3 units. The motion was seconded by CJ Law.

MOTION #5: Loren Knott moved to table Motion #4 to the January meeting. The motion was seconded by Paul DiMarchi.

In Favor: Endean, Knott, DiMarchi, Petro.

Opposed: Ohm, Law, Jacalone.

The motion to table passed.

- c. If not done, consider increasing BTU size for upper floors – Dennis confirmed that he has installed various AC sizes in the units (12,000 BTU, 14,000 BTU, 18,000 BTU and 24,000 BTU), but units are not occupied, so comments have not been accumulated. He also noted that the AC holes cannot accommodate all AC sizes.
 - C. A/C Timers – Dennis will not install until the Board determines whether the split AC systems will be installed.
 - D. Window Tinting (Unit #1 & #2) – Comments have not been accumulated due to the low occupancy on whether the tinting makes a difference in the unit.
2. Solar Power for All Units (AOAO Project) – Dick Endean stated that there will be a presentation at the AOA meeting.

VII. New Business

1. RCI – Nancy Benson advised the Board that changes to Maui Lea's profile on RCI should be made. Changes can be made every 3 years. The Board suggested that new photos be added and agreed that Nancy & Dennis Costa work together to update the RCI profile for Maui Lea.

VIII. Standing Committee

1. Contract Committee – Paul DiMarchi stated there was nothing to report at this time.
2. Budget Committee – Tim Ohm stated there was nothing to report at this time.
3. Renovation Committee – CJ Law stated there was nothing to report.
4. Association Interval Sales Committee – Bill Petro and Loren Knott reported that intervals have been selling.

IX. Manager's Report

1. Status – Dennis Costa reviewed his manager's report including projects that have been completed.
2. Allocation of Expenses
 - A. AOA v. Timeshare (on hold until employee allocations are determined) – Dick Endean stated that this topic should be deferred until after COVID.

X. Unfinished Business

1. Timeshare Resales – CJ Law reviewed the resales noting the year started good, but now sales have slowed down.
2. COVID-19
 - A. Timeshare Usage (County/State Mandates) – Nancy Benson sent an update to the Board on occupancies including Trading Places and RCI's assistance. The Board thanked Nancy for her help.
 - B. New Cleaning Protocols – Dennis Costa explained that the new protocols for cleaning costs are more.
 - C. Rescind 4/23/20 Meeting Motions – Ruth Okada explained that the Board rescinded these motions via email.

RESCINDED

MOTION #6: Tim Ohm moved to rescind the following motions #4 & #5 approved at the 4/23/20 meeting as follows:

Motion #4: "To apply for the Paycheck Protection Program loan and authorize Bill Petro as Board President to sign the application and loan documents."

Motion #5: "Authorize the Maui Lea President to vote to enable the Board of Directors for the Association of Apartment Owners of Maui Hill to borrow government monies and/or monies form the Association reserves."

The motion was seconded by Loren Knott and passed by unanimous consent.

XI. New Business

1. AOA Affairs – Dick Endean reported on the following:
 - A. Unit Solar – Rising Sun will be doing a presentation to the AOA Board tomorrow. With the approval of the amendment, the Maui Hill Board will be able to approve the PPA by the end of this year for Rising Sun to take advantage of the current rebates. Shannon Sheldon (legal counsel) and Loren Knott have reviewed the boiler plant standards & conditions of the PPA. Exhibits specific to Maui Hill will be provided.
 - B. Batteries – HNU is working on the final phase of installing the batteries for the golf carts charging stations.
 - C. Dry Rot – The dry rot wood continues to be replaced.
 - D. Trees – Extensive tree trimming has been done with some trees have been removed.
 - E. Electric Powered Equipment – Replacing some grounds equipment with electric ones.
 - F. Unit Entry and Storage Doors – Bids to waterproof the doors are being collected. The molding will be replaced with a synthetic product.

2. Candidate Solicitation Mailing (December or March?) – Bill Petro asked the Board if they would like to send the Board candidate solicitation in March with the April billing and continue to send the Las Vegas meeting RSVP in December with the January billings.

RESCIND

POLICY MOTION #7: Dick Endean moved to rescind the following Policy Motion #14 approved at the 4/25/18 meeting as follows:

To approve the following newsletter policy:

- March – No newsletter.
- June, September & December – Newsletter will not be mailed. Only posted to the website.
- December – A one (1) page only to include ½ page for Board candidate solicitation and ½ page for Las Vegas RSVP will be mailed with the January billings and posted to the website.
- Owner’s relation interval usage questionnaire to be mailed with all billings and posted to the website.

The motion was seconded by Paul DiMarchi and passed by unanimous consent.

POLICY MOTION #8: Dick Endean moved to approve the following newsletter policy as follows:

- March – Board candidate solicitation will be mailed with the April billings, email blasted and posted to the website.
- June, September & December – Newsletter will not be mailed. Only email blasted and posted to the website.
- December – Las Vegas Board meeting RSVP will be mailed with the January billings, email blasted and posted to the website.
- Owner’s relation interval usage questionnaire to be mailed with all billings and posted to the website.

The motion was seconded by Paul DiMarchi and passed by unanimous consent.

3. Ratify Insurance – Renewal information was provided to the Board.

MOTION #9: Loren Knott moved to ratify the approval of the following insurance policies:

- Property/General Liability/D & O/ Umbrella 7/1/20 – 7/1/21
 - ✓ Property Limit \$4,312,119; \$6,935 annual premium
 - ✓ General Liability Limit \$2,000,000 Aggregate; \$3,252 annual premium
 - ✓ Auto Limit \$1,000,000 each Accident; \$250 annual premium
 - ✓ Umbrella Limit \$5,000,000; \$3,500 annual premium
 - ✓ D & O Underlying Limit \$3,000,000; \$14,459 annual premium
 - ✓ Crime Limit \$700,000; \$1,364.07 annual premium (extend coverage from 4/1/20 to 7/1/20)
 - ✓ D & O Additional \$2,000,000; 7/1/20 – 7/1/21; \$6,746 annual premium
- Workers Comp \$500,000; 5/31/20 – 5/31/21; \$2.96 Rate

The motion was seconded by CJ Law and passed by unanimous consent.

4. Financial New Account – General discussion followed on setting up a new general ledger account for all COVID-19 expenses. The Board agreed to establish a new account called “COVID-19” from July 1, 2020.

XII. Next Meeting

1. Board
 - A. Conference Call – Wednesday, 12/2/2020 – 10:00 a.m. HST
 - B. Tuesday, 1/26/21 (following annual meeting)
 - C. 4/15/21 or 4/22/21 (Vegas)
 - D. Others - To to be scheduled at the Organizational meeting on 1/26/21
2. Annual – Tuesday, 1/26/21 (Reconvened 9/15/20 meeting) Maui 9:30 am (9 am registration)

The meeting was recessed at 12:55 p.m. HST and resumed at 1:03 p.m. HST.

XIII. Executive Session

MOTION #10: Paul DiMarchi moved to go into executive session. The motion was seconded by Tim Ohm and passed by unanimous consent.

The Board went into executive session at 1:03 p.m. HST. Upon coming out of executive session, the regular meeting resumed at 2:08 p.m. During the executive session, the Board discussed legal and personnel matters.

XIV. Adjournment

MOTION #11: Paul DiMarchi moved to adjourn the meeting. The motion was seconded by Tim Ohm and passed by unanimous consent.

The meeting was adjourned at 2:09 p.m. HST.

Approved by:



Loren Knott, Secretary
Board of Directors


Ruth Okada
Recording Secretary

Minutes approved on 12/2/20