

AOAO CLIFFSIDE VILLAGES AT WAIPIO
Regularly Scheduled Board of Directors Meeting Minutes
Waikele Community Center, Conference Room
94-470 Pakela Street
August 18, 2015

I. CALL TO ORDER

President Moore called the regular scheduled meeting of the Board of Directors of Cliffside Villages of Waipio to order at 6:30 p.m.

II. ESTABLISHED QUORUM

A Quorum was established.

Members Present: President Gordon Moore, Secretary Fabiano Da Silva, Directors Joseph Strzempka, Danny Chavarria, David Matsukawa, and Leslie Koshi

Present by Invitation: Melody Pai, Resident Manager, Cliffside Villages
Maria Sabir, Management Executive, Hawaiiana Management
Representatives from Commercial Roofing Company

III. OWNERS FORUM – None

IV. Commercial Roofing Presentation

Representatives from Commercial Roofing discussed the logistic of the roofing project with the Board. Construction/project hours to be considered, location of staging area will be determined and share with owners. Materials were order on July 31, 2015 will take 6 to 8 weeks for materials to arrive on the island. Project will take four months to complete, weather permitted. CRW is waiting for the AIA contract at this time. Management Executive will need to address all necessary items with Bergeman Project Group.

V. APPROVAL OF MINUTES – May 19, and July 21, 2015

A **motion** was made by Director Koshi to approve the May 19, and July 21, 2015 meeting minutes as corrected; motion was seconded and passed unanimously.

VI. RESIDENT MANAGER'S REPORT

Resident Manager Pai provided a written report. It will be filed at the management office. A motion was made by Director Strzempka to approve payment to Xtermco's sentricon system agreement for \$7,916.08.

VII. TREASURERS REPORT

Board reviewed the July financial report. It is the general consensus of the Board to accept the June financial report, subject to audit.

VIII. UNFINISHED BUSINESS

A. Bergeman Project Group –

Contract Update - Management Executive will contact Dana Bergeman at Bergeman Project Group regarding the follow-up, communication, and list of items not completed at this time as well as the Bank's info from Bergeman Group. Project Schedules as well as the AIA contract is needed from Bergeman Group.

B. CPB Loan 10year fixed – Update.

Bank is waiting for project timeline information from Bergeman Group.

C. MKE Associates Assessment

A **motion** was made by Director Da Silva to accept the proposal from Shinsato Engineering, Inc. to provide Geotechnical Engineering service. The motion was seconded and passed unanimously.

IX. NEW BUSINESS

A. Estimated Closing Worksheet #B202/Title for B#202/Listing Agreement

A **motion** was made Director Da Silva to accept Nelson L. Sales at Ivy K Realty to sell B202 for the Association. The motion was seconded, and passed unanimously.

B. Budget Committee – Directors Gordon Moore, Fabiano Da Silva, Joseph Strzempka, and David Matsukawa.

X. EXECUTIVE SESSION – None

XI. DATE, TIME AND PLACE OF NEXT MEETING

The next Board of Directors meeting is scheduled for September 15, 2015 at Waikele Community Center, Conference Room at 6:30 p.m.

XII. ADJOURNMENT

There being no further business, the Board meeting was adjourned at 8:38 p.m.

Submitted by:

Maria Sabir, Recording Secretary
Management Executive

Approved by:

Board _____

Cliffside Villages at Waipio Board Meeting, 8/18/15

NO.	DESCRIPTION	RES PONSIBLE PARTY	DATE COMPLETE D	RESULTS
1	Coorect the spelling of Joseph's last name in all Meeting Minutes	Maria	8/19/2015	Done
2	M.E. to write to Bergeman Group the list of actions not taken, identify all items including the AIA contract the Association should have been received	Venissa		Waiting for list from KC, the Bank and CRW
3	Board approved Xtermco's Sentricon System pest control proposal \$7,916.08	Melody		
4	Board approved to use Shinsato Engineering to conduct the Geotechnical work	Melody		
5	Board approved to hire IVK Realty Nelson to listing unit B202	Venissa/ Melody		Need Signed agreement from Board to send to IVY K
6	All future Board packet to be emailed to Board, those need hard copies to notify Melody	Tracy		
7	Board requested a list of Charge Back from the last two years to be sent. Emailing is okay	Tracy		
8	Budget Committee Members are KC, Fabiano, Joe and David	Venissa		
9	Next Board Meeting, September 15, 2015 at 6:30pm at the Weikele Community Center	Tracy/ Melody		