

**AOAO CLIFFSIDE VILLAGES AT WAIPIO**  
**Regularly Scheduled Board of Directors Meeting Minutes**  
**Waikele Community Center, Conference Room**  
**94-470 Pakela Street**  
**October 20, 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 6:35 p.m.

**II. ESTABLISHED QUORUM**

A Quorum was established.

Members Present: President Gordon Moore, Secretary Fabiano Da Silva, Treasurer David Masukawa, and Directors Danny Chavarria and Joseph Strzempka

Present by Invitation: Melody Pai, Resident Manager, Cliffside Villages, Venissa Ah Sam, Management Executive, Hawaiiana Management

**III. APPROVAL OF MINUTES** – Treasurer Masukawa made a motion, seconded by President Moore to approve the September 15, 2015 minutes as written and the September 24, 2015 Emergency Board Meeting minutes as written. The motion was passed by unanimous consent.

**IV. RESIDENT MANAGER'S REPORT**

Resident Manager Pai provided a written report. It will be filed at the management office.

**V. TREASURERS REPORT**

Financial report for September is accepted subject to audit.

**VI. UNFINISHED BUSINESS**

- A. Shinsato Engineering Assessment – Report received shows borings need to be conducted to further investigation. Board asked if this will be covered by insurance?
- B. AOAO Owned #B202 – Board approved the full refund of the security deposit be returned to tenant in the amount of \$1395.
- C. Audit – Secretary Da Silva made a motion, seconded by Treasurer Matuskawa to approve the audit proposal from George Lam, CPA for one year. The motion was passed by unanimous consent.

**VII. NEW BUSINESS**

Annual Meeting Date - The Board elected February 4, 2016 for their annual meeting date. Parliamentarian services were also requested.

**VIII. DATE, TIME AND PLACE OF NEXT MEETING**

The Budget Committee is scheduled to meet on September 27<sup>th</sup> at 6:00 pm. The next Board of Directors meeting is scheduled for November 4, 2015 at Waikele Community Center, Conference Room at 6:30 p.m.

**IX. ADJOURNMENT**

There being no further business, the Board meeting was adjourned at 8:21 p.m.

Submitted by:

Venissa Ah Sam, Recording Secretary  
Sr. Management Executive

Approved by:

Board \_\_\_\_\_