



Wavecrest

BOARD OF DIRECTORS
ASSOC. OF APARTMENT OWNERS - WAVECREST RESORT, INC.
Kaunakakai, Hawaii

NOTICE OF MEETING

Date: Friday, December 7, 2018
Time: 9:00 a.m. HST
Place: Wavecrest Cabana & via Teleconference

Agenda and Order of Business

Call to Order: Determination of Quorum; Homeowner's Roll Call; Proof of Notice of Meeting

Video or audio recording of this meeting is not allowed. This meeting is for owners only. Owners are asked to hold their comments until the Open Session after the regular business meeting of the Board of Directors.

Review/Approve - Regular Meeting Minutes of October 12, 2018

Officers Reports / Committee Reports

President - Treasurer - Secretary - Manager
Cabana Committee - Cathy Felkins

Old Business

Sub-Metering billing follow up – Jack Thornton
Professional Reserve Study – Jack Thornton

New Business

Hall light motion sensors - Jack
House Rules slippers/doormats - Jack
Lanai Checks - Jack

Open Session - Owner Comments

Executive Session - Employee/Personnel/Delinquencies/Liens/Legal Issues

Adjournment

*Teleconference Information:
1 (515) 603 - 3147
Guest Access Code 657819#
This is no longer a free call.....*

DATE OF NOTICE
Friday, November 23, 2018

Respectfully Submitted by
Roger Tinsman, Secretary



Wavecrest

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WAVECREST RESORT, INC.
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Presidents Report
December 7, 2018

Welcome,

Here are the most pressing updates to report to owners.

The Wi-fi system has been upgraded significantly thanks to Neil. We are going to run some additional Cat6 cable between buildings. This will provide some hard-line backup to the general Wi-Fi system and fix a few small issues that plague the washer and dryer system.

It appears NPC is having some problems between settings on their Sub meter system modems and Spectrum. If modems must be replaced it causes delays as we are not able to affect this seemingly simple repair on our own. Well, simple for Neil. This means that the first real bill may be sent out late. We are working on solving this ASAP. The office will send out updates as we have them. Thanks for your patience.

REMINDER: NO RENTER PARTIES

This was discussed ad infinitum. NO gaming the rules. NO owners sponsoring the parties. NO shopping employees or board members to look the other way. Connie Albright spent a lot of time on this aspect of the House Rules, as well as many other people, including me. This issue is settled.

The office is setting up regularly scheduled Lanai checks for compliance. You should have already received the first courtesy notice. Regularly scheduled checks for Parking permits, license plate and registration compliance, check-in compliance, as well as other standard rule enforcements also be starting up soon too. Warnings and fines to follow.

The new Wavecrest website is set to launch. Thanks to Neil and Matt for their hard work configuring the new system.

As always, the board accepts written input, as well as polite civil and verbal input, at all board meetings. Written input is accepted at any time and does not have to be turned in prior to or at the time of the board meeting.

Best regards,

Jack Thornton

**Wavecrest AOA
Treasurer's Report**

	Actual 2018 October	Budget 2018	Actual 2017 October	Percent Change October/October	YTD Actual	2018 Budget
Revenue	84253	83425	78201	7.7%	878766	834252
Expenses						
Utilities	16074	17350	12002	33.9%	163664	173500
Professional Services	5254	3780	2410	118.0%	54199	40201
Bldg Maintenance	4796	8162	6614	-27.5%	66275	81623
Payroll & Benefits	21611	29924	26332	-17.9%	255035	308242
Other expenses:						
Insurance Master Policy	0	7269	0		84744	72688
Insurance Flood	41852	86760	83985	-50.2%	41852	86760
Insurance - Auto	0	0	0		743	750
Insurance - Claims	0	0	0		54299	0
Meeting Expense	2966	1500	1910	55.3%	7996	6000
Miscellaneous Expense	274	125	0		1201	1250
Maintenance Fee Expense	3025	3333	3630	-16.7%	30250	33333
AOAO Wavecrest Rental Expense	0	0	0		2935	0
AOAO Office Expense	605	558	605	0.0%	6050	5583
Real Property Tax	0	99	0		1735	989
State General Excise Tax	623	570	598		2749	2280
Total Operating Expenses	97079	159431	138086	-29.7%	773725	813200
Operating Surplus/Deficit	-12826	-76006	-59885	-78.6%	105041	21052
Capital Improvements	0	12824	0		0	21053
Total Cash Disbursements	97079	83425	138086	-29.7%	773726	834253
Cash and Investment Balance						
Operations	87,850		40601	116.4%		
Reserves	438,935		343862	27.6%		
Total Association Cash	526,785.00		384,463.00	37.0%		
Delinquencies - Active Owners						
Maintenance Fees	77183		59,162	30.5%		
Legal Fees	2345		1,384	69.4%		
Late Fees	15326		14,836	3.3%		
Interest Charges	24687		12,372	99.5%		
Fines	12300		0			
Rental Income-Locker Storage	0		0			
Unit Svcs and Repairs	100		0			
Lien Processing Fee	50		50	0.0%		
Return Fee	0		30			
Total	131991		87834	50.3%		
Delinquencies - Inactive Owners	206466	on 14 inactive	200,705	2.9%		

Secretary's Report

December 7, 2018

Since the October meeting, owners contacted me for the Wavecrest Board of Directors on the following dates, and in regard to the topics described below. Copies of these emails were forwarded to the entire Board.

Some other emails were sent out to Board members personal email addresses, contrary to our Board's policy. All owners are asked to please route official Board communication through the Secretary for Board distribution. This insures that important information does not end up deleted by spam filters, and that all members are in the loop.

On October 16, an owner wrote regarding a potential error in the 2019 budget.

On November 10 an owner wrote regarding house rule enforcement and respect owed to Wavecrest employees when enforcing them.

On October 25 an owner wrote regarding an ongoing legal matter which is considered confidential and has been referred by the Board to our lawyer.

Respectfully submitted,
Roger Tinsman
Board Secretary

Prepared December 6, 2018

Resident Manager's Report: C. Ted Johns

Date: October 13- December 7, 2018

COMPLETED PROJECTS:

Spectrum / October 18, 2018: Upgrade to faster and stronger modems for WiFi in buildings C and A.

Pacific Electro-Mechanical Inc. / November 16, 2018: C building defective Fire control panel replaced.

Electrical repairs to pool pump- install missing liquid-tight wiring connection.

Israel Koli / November 16, 2018 Coconut trees trimmed.

Bug Man / November 20, 2018 Oversight of pest control treatment.

Dusty's Power Equipment / November 27, 2018 Valve adjustment to Lift Tank backup generator engine.

IN HOUSE:

Staff continues to perform at a high level of accomplishment. Majority of work being done on repairs.

Leaks investigated and repaired on an as needed basis. No outside plumber used.

Security cameras online and recording.

Improved bicycle parking area. Hardscape parking platform. Replaced old bike rack with new rack that can accommodate nine bicycles.

Replace rusted propane gas supply line on Lift Tank backup generator.

Replace A building third floor smoke detector.

Maintenance schedule binders produced for both wastewater backup generators.

Caulk all electrical closets roof junctions for improved water tight seal.

Repairs to wastewater treatment plant fencing.

Discharge pipes on all washing machines secured to outlet panels.

Continued removal of obsolete external cables on buildings.

Grounds lighting repaired and replaced as needed.

Mold removal on Cabana east wall.

Added small dining table and two chairs to non-judicial foreclosure unit B 203.

Four owner maintenance requests completed.

Installed GFI receptacle in bathroom, replace ceiling fan and repair window screen in office apartment.
Lanai repairs to C 201 and A 316.

All electrical closets cleaned, and stored items removed.

ONGOING PROJECTS:

Installation of electrical Sub-meter of office apartment.

Research repairs and or replacement of maintenance golf cart.

Additional kayak storage location.

Hallway lighting and motion sensor switches upgrade research continues.

Possible remodel of Cabana bathrooms.

Non-judicial foreclosure unit B 203 vacant, ready to rent.

Maui Paving currently on island replacing highway. Manager solicited estimate for black top parking lot "capping". Estimate forthcoming.

Replacement of rusted office electrical power feed splice can and meter box.

OTHER:

Response to tenant behavior flow chart document for escalating behavior created and issued to employees.

Four incident reports completed. One involves missing power washer. Investigation continues.

POOL:

Water balance and clarity corrected daily.

WASTEWATER TREATMENT PLANT:

Due to excessive rainfall, seven inches, from hurricane one of two monthly tests in October was over limit due to "washout".

Inorganics still being put down drains- Paint, cigarette butts, cigarette lighter, paper towels