

**REGULAR BOARD OF DIRECTORS MEETING
VILLAGES OF KAPOLEI ASSOCIATION**

Wednesday, October 20, 2004
VOK Recreation Center

PRESENT: President James Gentry, Vice President Greg Peterson, Secretary Carol Smith, Treasurer Christopher Fry, and Directors Carolyn Ancheta, and Leo Domingo. Director John Riggins arrived at 7:07 p.m., and Director Tammy Cordova arrived at 7:12 a.m.

ABSENT: Director Jeffrey Owens

GUESTS: General Manager Warren Wegesend, and Office Manager Claire Loo-Hoy.

The Attendance Sign-In sheet for homeowners and other guests in attendance will also become a part of the meeting file.

I. CALL TO ORDER

There being a quorum present, President James Gentry called the meeting to order at 7:04 p.m.

II. APPROVAL OF THE MINUTES

Vice President Peterson motioned, and it was seconded, to approve the minutes of the Regular Board of Directors meeting of September 15, 2004 as circulated. Motion carried unanimously with a vote of 5 to 0. Secretary Smith abstained as she was not at the previous meeting.

III. REPORTS

A. Homeowners Comments – Ms. Carolyn Ancheta, Lot 4-060 – Expressed her concern about odors coming from Campbell Industrial Park and her discovery that the hot line number provided to residents to reports such incidents is not a manned number. All you can do is leave a message. Mr. Wegesend advised that he will speak to one of our homeowners who is on the Department of Health team who is monitoring the industrial park.

Director Riggins arrived at 7:07 p.m.

Ms. Joan Borowsky, Lot 3-260; and Debbie Ichiyama, Lot 3-264 – Expressed their concerns about the outstanding violations in Malanai. They provided pictures, which the General Manager will take back to the office to review with the covenants specialist.

Director Cordova arrived at 7:12 p.m.

B. General Manager's Report – Mr. Warren Wegesend answered questions about his written report, which will become a part of the meeting file. Following are

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items on which there were discussions:

1. Recreation Director, Chris Lewis, will be receiving an award from the Police Activities League for Outstanding Service to the community.
2. Due to increased costs in utilities, linens, labor, etc., staff recommends an increase in the hall rental rates.

Vice President Peterson motioned, and it was seconded, to increase the hall rental rates by \$25 per party effective immediately. Motion carried unanimously with a vote of 8 to 0.

3. Graffiti – Over 15 incidents of new graffiti found and cleaned in the past month. Just caught three kids in the process of spraying one of our perimeter walls. They have been charged and booked.

- C. Treasurer's Report** – Treasurer Chris Fry gave a report. The first budget meeting will be held next Thursday.

Secretary Smith motioned, and it was seconded, to approve the financial reports of September 30, 2004, as circulated. Motion carried unanimously with a vote of 8 to 0.

D. Other Reports

1. **Civic Action** – Vice President Peterson reported that there was sparse community participation in the candidates forums.

2. **HCDCH** – Director Domingo reported on the following:

- The bidding for the traffic lights opened the first week of October. They hope to have a contract in place by January or February.
- Legislation in being introduced to allow the State to enforce the traffic code.
- So far they have received complaints on 100+ abandoned/illegally parked cars, and have towed 30+ abandoned cars.
- A vendor is contracted to replace the missing street signs.
- Street lights replacements are scheduled for mid-November.
- Street sweeping scheduled for mid-November.
- He will check into removing the weeds around their trailer.

IV. UNFINISHED BUSINESS – None

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V. NEW BUSINESS

- A. Changes to 401(k) Plan** – Ms. Claire Loo-Hoy explained that due to recent changes in the Department of Labor’s interpretation on how plans handle user fees, staff is recommending changing the plan to charge the user fees to the individual participant. Currently, user fees are charged to the plan and prorated among all participants.

Director Riggins motioned, and it was seconded, to change the 401(k) plan to have user fees applied to the individual participant’s account. Motion carried unanimously with a vote of 8 to 0.

- B. Participant Sponsorship** – Director Riggins led the discussion on this subject. Staff was advised to gather more financial information, and find out about conducting another study about recreation programs of interest to the community.

Vice President Peterson stepped out of the meeting.

- C. Holiday Meeting Schedule** – Director Riggins motioned, and it was seconded, to combine the November and December meeting, and schedule that meeting for December 1, 2004. Motion carried unanimously with a vote of 7 to 0.

ADJOURNMENT

There being no further business, President Gentry adjourned the meeting to Executive Session at 8:55 p.m.

Submitted by:

Claire Loo-Hoy
Office Manager

Approved: December 1, 2004