

**KAHANA FALLS
ASSOCIATION OF APARTMENT OWNERS
AND
INTERVAL OWNERS ASSOCIATION
REFURBISHMENT COMMITTEE
KAHANA FALLS RESORT**

WEDNESDAY, MARCH 22, 2017; 10:30 A.M. (HST)

MINUTES

I. CALL MEETING TO ORDER / ROLL CALL INTRODUCTIONS

Chairperson Martin Hewitt called the meeting to order at 10:41 a.m. (HST). The following persons were in attendance:

Committee Members Present

Martin Hewitt	Chairperson
Milton Jantzen	Member
Kevin Ramage	Member

Guests Present

Jesse Arman
Karen Cornwell
Katherine Ivey

Management Present

Joanne Hallert	Director of Resort Operations
Suzie Moore	Resort General Manager
Kristen Makinen	Administrative Assistant

Guests

Mike Fitzgerald
Don and Glenndia Bridenbough (*Owners*)

II. APPROVAL OF AGENDA

Martin Hewitt requested to add Bathroom Remodeling and Elevators to the agenda under Continuing Business.

A motion to approve the agenda as amended was made by Milton Jantzen and seconded by Kevin Ramage. The motion passed.

III. APPROVAL OF MINUTES

A motion to approve the minutes of the September 20, 2016 meeting was made by Milton Jantzen and seconded by Kevin Ramage. The minutes were approved with a correction of a typo.

IV. CONTINUING BUSINESS

Living Room Flooring - staffing

Suzie Moore informed the committee that because of work being completed in house, the project was being completed under budget.

Ms. Moore asked for a part time person to complete hard manual labor, such as scraping floors, for 16 hours a week. Ms. Moore stated she would still come in under budget if this was approved.

Jesse Arman allowed a contingent approval as he wished to see if other requests throughout the day might affect the budget.

Bathroom Remodel

Suzie Moore presented a handout proposal which summarized the number of remodels and estimated cost. The estimate was for the items needed to remodel and labor, but not for the design itself. The proposal was for completion of the full remodel, rather than for piece work completion.

Ms. Moore advised she did have a person to consult with for the design. She had several examples of the product being considered for the committee to review.

The committee discussed how these proposed items would fit into the reserves as the estimate covers about one third of the units. The committee requested a detailed proposal of the cost of the entire project and how long it would take by the time the finance committee meets to prepare the 2018 budget.

Elevators

Martin Hewitt stated the new elevators were excellent; however, stated that he had heard noises in the Falls Tower elevator. Suzie Moore explained the reason for the noises and that Schindler will be coming out to make adjustments. The elevator will be out of order for one day while this happens.

V. NEW BUSINESS

Bedding Replacement

The committee reviewed the two proposals for new bedding. Suzie Moore recommended the proposal that was within the budget and showed the committee the samples and pictures of the proposed bedding.

The committee will recommend that the board support Ms. Moore's recommendation.

Front Sign Replacement

Suzie Moore stated the original sign was damaged and could not be cleaned. The sign would need to be replaced.

Jesse Arman suggested \$10,000 as the budget assigned to the project and suggested the committee recommend to move forward with the replacement, including sealing.

Replacement Gym Equipment

Suzie Moore advised the board that Maui no longer has a local commercial supplier and thus included a proposal for gym equipment from an alternative source within the packet.

The committee discussed researching other sources and distributors, perhaps on the mainland or other islands. The committee also discussed refurbished items and what inventory should be kept on hand.

The committee will recommend a package quote for the equipment that needs replacement by the time the finance committee meets to prepare the 2018 budget.

Murphy Bed Mattress Replacement

The company that is currently working on Hale Kipa unit furniture also supplies mattresses. Suzie Moore advised if these are added to the Hale Kipa items, the mattresses will incur almost no shipping costs. The mattresses are already budgeted for and will come in about \$10,000 under budget. The committee will recommend moving forward.

A & B Unit Dining Furniture Replacement

The committee reviewed the proposed design to be created for these items. The total for these replacements would come in about \$2,600 under budget. The committee will recommend moving forward.

VI. ADJOURNMENT

A motion to adjourn the meeting was made by Milton Jantzen, seconded by Martin Hewitt, and approved.

The meeting adjourned at 12:05 p.m. (HST).

Submitted by:
Trading Places International
Its: Managing Agent

Approved by:
Kahana Falls Management Committee

By: _____
Joanne Hallert
Director of Resort Operations

By: _____
Martin Hewitt
Chairperson