

**KAHANA FALLS
ASSOCIATION OF APARTMENT OWNERS
AND
INTERVAL OWNERS ASSOCIATION
REFURBISHMENT COMMITTEE
TRADING PLACES INTERNATIONAL
LAKE FOREST, CA**

SEPTEMBER 22, 2015; 9:00 A.M. (PDT)

MINUTES

I. CALL MEETING TO ORDER / ROLL CALL INTRODUCTIONS

Chairperson Milton Jantzen called the meeting to order at 8:45 a.m. (PDT). The following persons were in attendance:

Committee Members Present

Milton Jantzen	Chairperson
Katherine Ivey	Member
Martin Hewitt	Member

Guests Present

Richard Roll
Jesse Arman
Karen Cornwell
Kevin Ramage

Management Present

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

II. APPROVAL OF AGENDA

A motion to approve the agenda, with flexibility, was made by Martin Hewitt and seconded by Katherine Ivey. The motion passed.

III. APPROVAL OF MINUTES

The committee reviewed and discussed items within the prior meeting minutes.

The committee directed Suzie Moore to ensure the donation of used furniture to various non-profit organizations was conveyed to owners within the newsletter.

A motion to approve the minutes of the March 25, 2015 meeting was made by Katherine Ivey and seconded by Martin Hewitt. The minutes were approved.

IV. CONTINUING BUSINESS

Elevator Refurbishment

The committee discussed the elevator modernization in detail, including the steps taken to review contracts and arrive at the current agreement, the length of time the modernization is expected to take, the anticipated inconvenience of having only stairs available and how they intend to assist owners and guests, and how they will reach out to owners and guests with reservations or making reservations to ensure they are aware of the event.

They discussed their intention to direct President Richard Roll to sign the agreement with Schindler and ECS.

Living Room Flooring

Suzie Moore provided samples and quotes for the various textiles being considered. After discussion of durability, cleanliness, aesthetic and cost, the committee decided vinyl flooring in a bamboo style would be the best option.

A motion to direct Ms. Moore to purchase vinyl flooring, including extra to enable repair work, as well as to install using in-house labor was made by Katherine Ivey and seconded by Martin Hewitt. The motion passed.

Ms. Moore advised the committee she would purchase supplies for one room, complete the installation and share pictures with the board prior to purchasing the entire project.

Mattress Update

The committee discussed the acquisition of foam mattresses. While the purchase had exceeded the approved amount, the total was still within the budgeted amount of about \$110,000.

V. OTHER BUSINESS

The committee discussed future plans for bathroom remodels and directed Ms. Moore to begin researching for the project.

VI. ADJOURNMENT

Hearing no objection, the meeting was adjourned by Milton Jantzen at 9:59 a.m. (PDT).

Submitted by:
Trading Places International
Its: Managing Agent

Approved by:
Kahana Falls Management Committee

By: _____
Joanne Hallert
Director of Resort Operations

By: _____
Milton Jantzen
Chairperson