

**KAHANA FALLS  
INTERVAL OWNERS ASSOCIATION  
AND  
ASSOCIATION OF APARTMENT OWNERS  
MANAGEMENT COMMITTEE MEETING  
KAHANA FALLS RESORT**

**WEDNESDAY, MARCH 21, 2018; 9:30 A.M. (HST)**

**MINUTES**

**I. CALL TO ORDER**

Chairperson Karen Cornwell called the meeting to order at 9:20 a.m. (HST). The following persons were in attendance:

**Committee Members Present**

Karen Cornwell	Chairperson
Katherine Ivey	Member
Jesse Arman	Member

**Guests Present**

Milton Jantzen  
Kevin Ramage  
Martin Hewitt

**Management Present**

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

**Guest**

Mike Fitzgerald	Auditor, Fitzgerald and Associates
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**II. APPROVAL OF AGENDA**

The agenda was approved as submitted.

**III. APPROVAL OF MINUTES**

The committee reviewed the minutes of September 26, 2017; they had been presented with an amended version of the minutes to approve.

The amended version of the minutes was approved as presented.

#### **IV. NEW BUSINESS**

##### **Open Board Position**

The committee was informed by Joanne Hallert that a minimum of three board members was required. As the board was currently comprised of six members, the committee agreed there were no vacancies and if desired in the future, the board could add individuals up to a maximum of nine total members.

##### **Vacation Club Realty Eblast Introduction to Owners**

The committee discussed writing their own version of the proposed letter to eblast to the owners, introducing them to the new sales and concierge services at Kahana Falls. Karen Cornwell and Katherine Ivey would work to provide the eblast text, including working with Vacation Club Realty to edit their existing letter.

The committee also discussed adding an article to the newsletter as well; they wished to add a story rather than an introduction. Martin Hewitt had had an appointment with Vacation Club Realty in January and would write a piece for the newsletter reporting on his experience.

#### **V. CONTINUING BUSINESS**

##### **Inventory / Sales Report**

The newest sales report had been provided to Joanne Hallert; seven sales were reported year to date through February. Martin Hewitt advised he'd spoken with the group and that they had already sold eight in March.

The committee discussed interval prices and agreed that it was up to Vacation Sales Realty to determine pricing.

The committee discussed inviting Vacation Club Realty to speak with the owners during the annual meeting. It was decided that Michael Garcia would be allotted 5 minutes to present his pitch to the owners.

##### **Review of Board Goals - 2018**

The committee discussed updates to their goals. They discussed prioritizing their list of goals and if that would be beneficial.

Katherine Ivey discussed changing the ADA verbiage to include future renovations. Jesse Arman noted all future plans would be cognizant of ADA requirements.

Karen Cornwell will provide a clean copy for posting to the website.

#### **VI. ADJOURNMENT**

With no further business for discussion, the meeting was adjourned at 9:58 a.m. (HST).

Submitted by:  
Trading Places International  
Its: Managing Agent

Approved by:  
Kahana Falls Management Committee

By: \_\_\_\_\_  
Joanne Hallert  
Director of Resort Operations

By: \_\_\_\_\_  
Karen Cornwell  
Chairperson