

**Kula Nani Estates Community Association  
Minutes of Board of Directors Meeting 10-04-2015**

**DRAFT**  
*Approved 10-09-2015*

The meeting was called to order at 4:05 p.m. by President Jamie Woodburn at Brad Dugan's residence.  
Directors present: Diana Burg, John B. Dugan, Brian Jenkins, Jamie Woodburn. Director absent: Angelina Coffin;  
Recording secretary: Gerri Fleming

**Election of Officers:**

President: Jamie Woodburn  
Vice-President: Eileen Diana Burg  
Secretary-Treasurer: John B. Dugan  
Directors: Brian Jenkins, Angelina Coffin

**Ongoing Business:**

1. Collections: Shannon Sheldon has sent collection letters to Melum and Bennetts. Any correspondence and/or phone calls to board members regarding these accounts should be re-routed to her.
2. Bank Accounts: Dugan is working with a Business Relationship Specialist at EverBank who will facilitate opening an account once the application is submitted.

*\*\*Jenkins made a motion that signatories of the Kula Nani bank accounts at Central Pacific Bank be changed to John B. Dugan, Treasurer, and Melissa Dunham, Bookkeeper, rescinding any previously signed account cards. The motion was seconded by Burg and passed unanimously.*

*\*\*Jenkins made a motion that signatories of the new Kula Nani bank account at EverBank will be John B. Dugan, Treasurer, and Melissa Dunham, Bookkeeper. The motion was seconded by Burg and passed unanimously.*

3. Mechanical System Work: Woodburn will meet with Stephen Nikaido of Hoa'Aina for a work order to repair/replace (i) valve at the dead-end of Ululani, (ii) change nipples in pump house; (iii) adjust the safety over-flow valve at the exterior of the lower tank. Woodburn will also discuss with Hoa'Aina a contract for mechanical preventative maintenance of the water system (possibly using the original maintenance schedule furnished by Doug Gomes, Engineer, who designed the system) to complement Pural's contract for water chemistry, and Sutherland's contract for electronics. There should be no overlapping of duties between contracts.

4. Homeowner Directory: Fleming will collect homeowner information to update the directory.

5. Website: The website will contain a front page promoting the Kula Nani neighborhood, a section containing documents such as CC&Rs, By-Laws, Articles of Incorporation, and a members-only section including Minutes, Reserve Study, Budgets and other private information not for public viewing. The Board's expectation is to have the website up and running in the next couple of months. Burg will follow-up with Bob Susinetti on progress.

6. Road Hazard on Ululani Street: Wattle trees along Ululani are overgrown, leaning into the street, and are a nuisance to drivers and cars. The Board will send letters to homeowners responsible for this problem notifying them that they must maintain their property.

7. Water Meters: Dugan asked who is responsible for repair/replacement of water meters? Jenkins advised that Kula Nani is responsible for the meters; and homeowners are responsible for maintaining and keeping the areas around the meters clear of grass, weeds, shrubs and trees.

There being no further business the meeting was adjourned at 4:50 p.m. by President Woodburn.

Respectfully submitted,

John B. Dugan, Board Secretary-Treasurer  
by Gerri Fleming, Recording Secretary