

**MINUTES**  
**Kuleana Club Association of Interval Owners**  
**Board of Directors Meeting**  
**March 29, 2021**

**I. CALL TO ORDER/ ROLL CALL**

The meeting called to order by Al Jones at 9:00 AM at the Kuleana Club. The following persons participated in the meeting:

Board Members

Al Jones, President  
Keith Campbell, Vice President  
Brenda Brown, Secretary/Treasurer  
Devin Valentine, Director  
Blake VanKampen, Director

Management

Debra Wood

KCAIO staff

Thom Rogers

**II. APPROVAL OF AGENDA**

**Motion:** was made by Blake VanKampen and seconded by Devin Valentine to approve the agenda after adding the II Barter Program to the agenda. Motion was approved by unanimous vote.

**III. OWNER FORUM/CORRESPONDENCE**

Email from owner Schecter was presented for review.

**IV. APPROVAL OF PREVIOUS MEETING MINUTES**

**Motion:** was made by Blake VanKampen to approve the November 9, 2020 Regular Board Meeting Minutes as presented. Motion was seconded by Brenda Brown and passed by unanimous vote.

**V. FINANCIAL**

Variance Report

Debbie Wood and Thom Rogers reviewed the variances to the budget.

January 2021 Financial Statement

The January 2021 financial statement was reviewed. The cash flow analysis was reviewed noting a projected positive balance of \$619,036. The board accepted the January 2021 financial statement.

Delinquency Report

The delinquency report for the association was reviewed. As of March 8, 2021, there are 251 accounts delinquent in assessments to the association which represents 15.9% of the total association accounts of 1581. The total amount of the delinquent accounts is \$1,212,749.

Association Inventory

A list of weeks owned by the association was reviewed. There are 88 weeks owned by the association.

**VI. MANAGEMENT REPORT**

On site Report

Thom Rogers presented a written report in the meeting packet for Board review. Thom presented current rental summary information; an update to the website production; reported the all units had the new drapes installed; provided an update to the Covid-19 response including owner concerns and input.

Comment Cards

Were included in the meeting packet for board review.

Occupancy Report

Was included in the meeting packet for review

**VII. OLD BUSINESS**

Refurbishment Update

Thom discussed the desire to begin working on updating the furnishing in the condominiums and bathroom updates. He will have some bid for review at the board meeting in July.

Thom Rogers presented the board with information regarding replacement of the murphy bed mattress' and the dishwashers.

**Motion:** was made by Brenda Brown and seconded by Keith Campbell to approve an amount no more than \$50,000 for the replacement of dishwashers and murphy mattress' in the KCAIO units. The motion was approved by unanimous vote.

II Barter Program

The II barter proposal was discussed by the board.

**Motion:** was made by Brenda Brown and seconded by Keith Campbell to not approve the II Barter Program. The motion was approved by unanimous vote. Al Jones is on record as opposing the motion.

Hospitality

The overall hospitality at the Kuleana was discussed along with related Covid-19 protocols imposed by local agencies and Marriott's cleaning, employee/guest safety during the past year.

**VIII. NEW BUSINESS**

KCAIO Annual Meeting

The board and management engaged in discussion about the scheduled annual meeting for July 6, 2021. It was determined to proceed to announce the meeting and move forward and at the same time be prepared to adjust depending on current Covid-19 restrictions in Hawaii.

**Motion:** was made by Keith Campbell to extend the term of the current Board from April to July 2021. The motion was seconded by Devin Valentine and passed unanimously.

Insurance Renewal

The insurance renewal was presented to the Board for review.

**Motion:** was made by Brenda Brown and seconded by Blake VanKampen to renew the insurance proposal as presented without the terrorism portion. The motion was approved by unanimous vote.

Newsletter

A newsletter and related content were discussed. One will be drafted and distributed to the owners.

VRI Management Agreement

Debbie reported the VRI management agreement is up for rollover. After discussion the following motion was made.

**Motion:** was made by Al Jones and seconded by Devin Valentine to approve the VRI management agreement for another year. The motion was passed by unanimous vote.

Phones in the Units

The Board has long since considered the option of redirecting funds previous designate for telephones in the units to upgraded internet service. This discussion is primarily due to the majority if not all guests carrying their own mobile phone with them. After serious consideration of this option once again, the following motion was made.

**Motion:** was made by Devin Valentine and seconded by Blake VanKampen to approve the removal of all telephones int eh KCAIO units and redirect the funds previously budgeted for phones. The motion was approved by unanimous vote.

AOAO Update

Keith Campbell provided an update to AOAO business. He reported the solar power had been approved for installation at the property which in the long run will save the association revenue. He also reported that the AOAO board is aware things have been challenging during for the recent year and half with the pandemic issues. Keith reported the exterior lights have been approved and the ladder issue with the State is still looming.

Confirmation of Future Meeting Dates

July 5, 2021 – Budget Meeting  
April 6, 2021 – Annual Owners Meeting  
November 8, 2021 – Board Meeting

**IX. ADJOURNMENT**

The meeting adjourned at 10:40 AM.