

**MINUTES**  
**Kuleana Club Association of Interval Owners**  
**Board of Directors Meeting – Zoom Format**  
**July 5, 2021**

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

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  
Blake VanKampen, Treasurer  
Devin Valentine, Director

Management

Debra Wood

KCAIO General Manager

Thom Rogers, GM

**II. APPROVAL OF AGENDA**

Agenda was approved by board consensus.

**III. APPROVAL OF PREVIOUS MEETING MINUTES**

**Motion:** was made by Brenda Brown to approve the March 29, 2021, Regular Board Meeting Minutes as corrected. The motion was seconded by Devin Valentine and passed by unanimous vote.

**IV. OWNER FORUM/CORRESPONDENCE**

Letter from owner, Brehm was reviewed.

**V. FINANCIAL**

April 2021 Financial Statement

The April 2021 financial statement was reviewed by Debbie Wood.

The total cash balance in the operating account for April 30, 2021, was \$1,108,127. Total cash balance in the reserve account was \$459,241. The cash flow report is projecting a positive cash balance at the end of the year in the amount of \$502,142. The board acknowledged receipt of the April 2021 financial statement.

Delinquency Report

A review of the delinquency summary report took place. As of June 11, 2021, there were 183 accounts delinquent in assessments to the association which represents 11.6% of the total owner base. The total amount of the delinquency on these accounts is \$1,147,054.

One year ago, as of June 2020 there were 164 accounts delinquent in assessments to the association which represented 10.4% of the total accounts billed.

Association Inventory

A list of weeks owned by the association was reviewed. There are 92 weeks owned by the association.

**VI. ON SITE**

On Site Report

Thom Rogers updated the board on operation on site. From his written report he highlighted Covid-19 updates with eh State of Hawaii; Rentals; KCAIO Website; Murphy Bed mattress replacement; Dishwasher installation. Thom also provided samples of a Logo for KCAIO.

Comment Cards

Were presented for review by the board.

Occupancy Report

Was included in the meeting packet for review.

After discussion of the occupancy and rental proceeds, the following motion was made.

**Motion:** was made by Keith Campbell and seconded by Blake VanKampen to allow the GM the authority to manage the vacant units at the property. The motion was passed by unanimous vote.

**Motion:** was made by Brenda Brown to not allow an offer from Interval International to be sent to the KCAIO owner base. The motion was seconded by Keith Campbell and was passed by a majority, of the board. There was one abstention on the vote.

**VII. OLD BUSINESS**

Interval International presented a letter outlining their barter program. Upon review by the board the following motion was made.

**Motion:** was made by Keith to not approve the barter program with II. The motion was seconded by Gary Sullivan.

**VIII. NEW BUSINESS**

2022 Budget

The proposed 2022 budget was presented and reviewed. Discussion took place on the line items in the proposed budget.

**Motion:** was made by Brenda Brown and seconded by Blake VanKampen to approve an increase in maintenance fees of 1.5% for 2022 for a total annual budget of \$1,382,858. The motion was approved by unanimous vote.

ABC Policy

The ABC, (Assessment, Billing & Collection) Policy of the association was presented for review.

**Motion:** was made by Keith Campbell and seconded by Brenda Brown to approve the 2022 ABC policy of the association as presented. Motion was passed by unanimous vote.

AOAO Update

An update of current events with the AOAO Board was given by Gary Sullivan. He reported he and Keith Campbell attended a Zoom Board Meeting. During the meeting the board addressed the replacement of pole lights out front; Lanai Lighting; solar power on the roofs of the buildings; swim ladder and walkway; increase in maintenance fees.

Confirmation of Future Meeting Dates

November 8, 2021 – Board Meeting

April 4, 2022 – Board Meeting

April 5, 2022 – Annual Owner Meeting

July 5, 2022 – Budget Meeting

November 7, 2022 – Board Meeting

**IX. ADJOURNMENT**

The meeting adjourned at 11:05 AM.