

**APPROVED**

**KULEANA CLUB ASSOCIATION OF INTERVAL OWNERS  
BOARD OF DIRECTORS MEETING MINUTES**

Monday, November 11, 2024

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

The meeting was called to order by Gary Sullivan at 9:00 a.m. HI at the Kuleana Club Resort and via Zoom conference call. The following persons participated in the meeting:

Board Members:

Gary Sullivan, President  
Dustin Schmitt, Vice President  
Blake Van Kampen, Secretary  
Devin Valentine, Director  
Brenda Brown, Director (Zoom)

VRI Americas and Resort Management:

Thom Rogers, Resort General Manager  
Debbie Wood, Area Vice President, Hospitality Operations  
Cory Humble, Senior Vice President, Hospitality Operations (Zoom)  
Jessica Richens, Administrator/ Association Governance (Zoom)

**II. APPROVAL OF AGENDA**

The Board approved the agenda by adding E. Audit Engagement Letter under V. Reports and C. House Rules and D. Communication Issues under VIII. New Business.

**III. OWNER FORUM CORRESPONDENCE**

None were brought before the Board.

**IV. APPROVAL OF PREVIOUS MEETING MINUTES**

A. Approve July 8, 2024 Budget Meeting Minutes.

**MOTION:** Dustin Schmitt moved to approve the July 8, 2024 Budget Meeting Minutes as presented. Motion was seconded by Blake Van Kampen and approved unanimously.

**V. REPORTS**

A. Financial Statements- September 2024

Debbie Wood reviewed the month end September 2024 financial statements. Debbie reviewed the cash flow that projects \$570,703 in the operating account and \$676,032 in the replacement fund without next year's receipts.

B. Delinquency Report

As of October 23, 2024 there were 209 total delinquent accounts to the Association that represents 13.2% of the total owner base.

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The Board discussed the benefits of the possibility of foreclosing on delinquent accounts focusing on the uncollectible ones.

C. HOA Association Inventory

There are 99 weeks owned by the Association.

D. Reserve Reimbursement

The Board reviewed the reserve transfer request of \$237,668.48 from the reserve account to the operating account.

**MOTION:** Dustin Schmitt moved to approve the reserve transfer of \$237,668.48 from reserves to operating. Motion was seconded by Devin Valentine and approved unanimously.

E. Audit Engagement Letter

The Board reviewed and discussed the proposal from Cambaliza McGee, LLP for an Audit and tax services completed for three years.

**MOTION:** Blake Van Kampen moved to approve proceeding with the 2024 Audit and tax services at a cost of \$4,500 then renegotiate for future years. Motion was seconded by Devin Valentine and approved unanimously.

**VI. ONSITE**

A. Manager's Report

Thom Rogers provided an update on his dedicated staff, praising Jonathan for his exceptional commitment in managing the demands of the renovations and Candy for her exceptional performance at the front desk.

Thom also reported on the rental program with the new brokers, Whalers Investment Group, noting that it is running smoothly while maintaining high standards for both owners and guests. The program recently achieved "Super Host" status on Airbnb and "Premier Host" status on VRBO. Although rental numbers have been slightly lower than in previous years, Thom expressed optimism that this is temporary as Maui continues to recover from the Lahaina fires.

B. Comment Cards

Informational only; no action taken.

C. Occupancy Report

Information only; no action taken.

**APPROVED****VII. OLD BUSINESS****A. AOA Update**

Dustin Schmitt provided an update from the AOA meeting, noting that all exterior lighting has been approved for replacement to comply with the island's Dark Sky Ordinance.

He also reported on a 15.02% fee increase for the AOA, largely driven by rising insurance premiums, water heater replacements, and other exterior maintenance costs for the buildings. Plumbing issues have been a significant topic of discussion, with the Board considering an engineering study to address them. Additionally, Dustin mentioned the completed spalling repairs on the tennis court.

Dustin also shared details from the recent AOA Annual Meeting, including the announcement of newly elected officers.

**B. Refurbishment Update**

Thom Rogers reported that phase one of the refurbishment projects has been completed, featuring new living room and bedroom furniture, as well as new artwork and bedroom shutters.

The Board discussed problems with some of the newly installed ceiling fans, which were experiencing issues with starting. Thom noted that all ceiling fans can be returned for a full refund, and proposed options including replacing the receivers or purchasing and installing locally sourced fans if the problem persists.

Thom also outlined his vision for phase two of the refurbishment project, which includes updates to flooring, bathroom remodeling, new kitchen countertops, and the replacement of sliding glass doors.

**MOTION:** Dustin Schmitt moved to approve the replacement of sliding glass doors for 27 units, at a cost not to exceed \$400,000, contingent upon vendor proposals. Motion was seconded by Devin Valentine and approved unanimously.

**VIII. NEW BUSINESS****A. Annual Meeting Review**

The Board reviewed the 2025 Annual Meeting agenda. There are two incumbents up for election, Gary Sullivan and Devin Valentine. Both candidates agreed to run for another term.

**B. Newsletter**

The Board discussed topics to include in the upcoming newsletter to owners, with a focus on the Annual Meeting notice and the distribution of House Rules to all owners.

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**C. House Rules**

The Board discussed the need to implement House Rules to ensure owners adhere to specific guidelines established by the Association.

**D. Communication Issues**

The Board discussed issues encountered with making online payments through Capital Vacations, noting the difficulties experienced. Management will investigate the problem and work with the appropriate department to ensure it is resolved and does not occur in the future.

**IX. OTHER**

**A. 2025 Meeting Dates**

March 31, 2025- Board Meeting  
April 1, 2025- Annual Meeting  
July 7, 2025- Budget Meeting  
November 10, 2025- Board Meeting

**X. ADJOURNMENT**

The meeting adjourned at 11:00 a.m. HI.

**XI. EXECUTIVE SESSION**

The Board entered Executive Session at 11:00 a.m. HI.  
The Board adjourned Executive Session at 11:26 a.m. HI.

DocuSigned by:  
  
BY: E459F982F1734E6... DATE: 4/4/2025  
Blake VanKampen, Secretary