

MINUTES OF THE BOARD OF DIRECTORS' MEETING
GATEWAY PENINSULA
Monday, June 19, 2023
6:00 P.M. On site

CALL TO ORDER

President Robinson called the regular Board of Directors Meeting of Gateway Peninsula to order at 6:00 p.m.

Establish a Quorum: Quorum was established.

Directors Present: Richard Robinson, President
William Brown, Vice President
Danielle Scrivener, Secretary
Lisa Mann, Director

Excused: Anthony Auyeung, Treasurer, Holly Cabrera, Director

Present by Invitation: Jayne Cloutier, Management Executive (ME), Hawaiiana Mgt. Co.
Matthew Kaneshiro, Site Manager, Universal Matrix
Matt Beals, Owner

OWNER'S FORUM - Some Owners expressed safety concerns regarding homeless on property, non residents in the pool, kids on bicycles, guest parking being misused by owners, and exterior lights, Resident Manager vs. Site Manager.

NEW BOARD MEMBER – President Robinson made the motion to welcome Matt Beals back to the Board; Director Mann seconded the motion, which carried unanimously.

APPROVAL OF MINUTES – Director Mann made the motion to approve the regular board meeting minutes from May 8, 2023; Vice President Brown seconded the motion, which carried unanimously.

TREASURER'S REPORT

Financial Statement – The Board received the financials from March and April 2023 subject to audit.

SITE MANAGER REPORT – SM Kaneshiro gave a written report, which is filed with the Management Company.

1. SM shall get a proposal replacing Security Fence by RM Unit with a 6 feet high Vinyl Fence.
2. SM and Director Beals will meet with Hawaii Vista Masterscapes to discuss the latest landscaping project due to the fumigation. There is still some work to be finished.

UNFINISHED BUSINESS

- A. **Roof Repairs:** – Re-scheduled roof repairs for unit #211-1 and unit 215-2, due to heavy rains. SM will follow up.
- B. **Gate Replacement:** – The Board discussed this matter, and decided to reimburse owners up to max. \$1,000 for the big front gate. The back gate amount is still pending estimate of cost.

- C. **Spectrum:** - The Board unanimously ratified the email vote adding HBO.
- D. **Pest and Rodent:** - Proposals received. Action deferred.
- E. **Pool Roof Solar Leaking:** - Pool roof has to be first repaired. A proposal was provided. Action deferred.
- F. **RM Unit:** - ME Cloutier forwarded legal counsel's answer. No action. Deferred.
- G. **Seawall Wall Repair:** - ME Cloutier will contact Marina regarding responsibility.

NEW BUSINESS

- A. **Pool Pump Replacement:** The Board majority approved Fisher's Pool for \$3,204.19. The votes: Secretary Scrivener, Director Mann, and Director Beals votes yes. President Robinson voted no, and Vice President Brown abstained.
- B. **Site Management:** - ME Cloutier provided two proposals from other vendor. President Robinson made the motion to ask Universal Matrix for an additional 2 months proposal; Director Beals seconded the motion, which passed unanimously.
- C. **Budget 2024 Draft:** - ME Cloutier provided a draft. The board discussed and needs further proposals to get the reserve projects more accurate. Approval will be at the next Board meeting.
- D. **Website:** - Secretary Scrivener made the motion to go forward with the website through webstarts.com; President Robinson seconded the motion, which carried unanimously.
- E. **Exterior Lights:** - The Board discussed the failing and broken exterior lights by all front gates. The Board approved changing to flush mounted exterior LED lights. SM shall solicit proposals for stucco repairs around the exterior lights.
- F. **Roof Shingles:** - The Board discussed the maintenance of the wooden shingles and its oiling. SM recommended Sun Up Pools LLC which has a product called Armosole (water repelled) with a 15 years warranty. The Board would like to get a second opinion.
- G. **Renovation Request:** - The Board unanimously approved the renovation request as submitted by unit 205-2.
- H. **Fire Extingisher:** - Pending clarification of what insurance requires
- I. **Parking Violation:** - Violation notice to be sent to resident

EXECUTIVE SESSION – None.

DATE AND TIME OF NEXT MEETING: Board Meeting August 14, 2023, at 6:00 p.m. on site.

ADJOURNMENT – The meeting adjourned at 8:00 p.m.

Recorded by: Jayne Cloutier, Hawaiiana Management

Approved by: ____BOD 08/21/23____