

Friday Morning BOD Meetings

9/19/25 - Katie, John H, John S, Greg G

Proposed: website, drainage ditch, document binders

Actual:

- Reviewed Katie's work with WebAxis; not ready to transition from Frontsteps; need to look into direct access to www.honualahale.com - requires login info from Hawaiiana; Katie to coordinate with Adriana Gabriel and Traci Hone for programming and content guidance.
- Drainage ditch urgently needs cleanup. John H suggested community cleanup effort - needs review.
- Document binders - Greg G will put together 3-ring binders of essential HOA documents for all directors.

9/26/25 - John S, Katie, Greg G

Proposed: hand out document binders and Robert's Rules; discuss letter to be sent to all homeowners re results of 9/15/26 HOA mtg; drainage ditch update; website update; clarify 2026 budget review process; discuss agenda items for 10/23/25 BOD mtg.

Actual:

- Document binders and Robert's Rules handed out.
- Drainage ditch - nixed community cleanup because of potential liability issues; clarify if ditch is HOA easement (Greg G); get 3 cleanup quotes (Greg G and Dale Kreps); talk to property owners on our side and Kihei Villages side about cutting back overhanging trees and shrubs;
- John S had question about Architectural Committee & Rules - referred to Binder, need to appoint committee and clarify rules, e.g paint colors.
- Letter to homeowners still on hold pending website with email contact info.
- Website development still waiting for additional info from Hawaiiana.
- Greg G to set up mtg with Doug J and John S to review 2026 budget.
- BOD mtg scheduled with Doug J for 10/23/25 may not be necessary - Greg G to talk to Doug J.
- Other topics for Greg G and John S to discuss with Doug J: close out Old Corp; review and approve Tiffany Wong audits; Hawaiiana contract for 2026.
- Greg G - get copies of HOA insurance policies.
- Document communication issues: Katie uses Google Docs, does not have software for Excel or Numbers spreadsheets; John S's Microsoft Word and read Apple Pages, so prefers pdf's.

10/3/25 - bye week

10/10/25 - Greg G, John S

Proposed: drainage ditch update; website update; debrief Old Corp mtg with Mitch Jordan; budget review mtg with Doug J on 10/23.

Actual:

- Drainage ditch - walked ditch on 10/6 to scope out cleaning project with José González (Chucky): John H, Greg G, Dale Kreps, Chucky; joined by Ruby Makuch (Kihei Villages HOA president) and Melissa (KV site manager). Ruby agreed that KV would do its part to maintain KV property at east end of ditch and cut back overhanging tree limbs on KV side of ditch. We will get quotes from Chucky's Landscape and KK Services on ditch cleanup.
- Website - according to Yazmin Doria, who works in the IT department at Hawaiiana, Hawaiiana is "upgrading" their accounting system to CINC Systems. WebAxis is a cloud-based web portal for HOA and AOA based on CINC Systems' community association management software. WebAxis may be overkill for our website needs. Need to explore options and costs of setting up and maintaining our own Honu Alahele website.
- Old Corp meeting with Mitch on 10/7 - John S wrote up notes and sent to other directors and to Mitch on 10/9.
- Directors to review draft 2026 budget early in the week of 10/20 to prepare for budget review meeting with Doug Jorg at Hawaiiana at 9:00 a.m. on Friday 10/23.

10/17/25 - Greg G, John S, John H

Proposed: Ditch-cleaning estimate from Chucky; what should be included in routine landscape maintenance; premium for D&O liability insurance.

Actual:

- Reviewed ditch-cleaning bids from Chucky's Landscape (\$6,649.21) and KK Services (\$5,759.16). The scope of the work is significantly greater than simply cleaning out the ditch and drainage basins of existing debris; it includes removing weeds and shrubs on both sides of the ditch, and trimming/thinning over-hanging tree limbs along the ditch, as well as hauling away all the debris. For the amount of work to be done, both quotes were reasonable. We decided to go with KK Services; Keith's estimate was 13% less than Chucky's, and more specific, reflecting careful attention to detail when I (Greg G) walked the ditch with Keith on October 1. (In an effort to get a third estimate, Dale Kreps asked for one from Hector Acevedo, but to no avail; Hector did landscape maintenance for Honu Alahele for a period of time before KK Services took over in 2024.)
 - Greg G will get back to Chucky and Keith to inform them of our decision.
- In preparation for the budget review meeting with Doug Jorg at Hawaiiana (Thursday 10/23, 9:00-11:00 a.m.), John S, John H and Greg G will meet on Monday 10/20, 9:00-11:00 a.m.) to go over the draft budget and email any questions we have to Doug Jorg so that he has time to prepare answers by 10/23.
- Dale Kreps will join us briefly Monday morning, 10/20, to brief us on the scope of routine landscape maintenance so that we can move forward on getting RFP's for that work on an annual basis.

10/24/25 - no mtg

10/31/25 - Greg G, Katie R, John S, John H, Greg S

- Reviewed Tiffany Wong CPA draft audit report (2017-2023) and cash verification report (2022 and 2023). These draft reports were passed on to the Board from

Hawaiiana to review in July 2025. The board agreed to approve the draft reports, which need to be signed by a board member (John Schroeder as Treasurer) and by Hawaiiana (Doug Jorg), then returned to Tiffany Wong so that her office can issue the final reports. Greg G will make sure Board-signed copies are delivered to Doug Jorg.

- Given that we have ~\$160,000 in our non-interest bearing operating checking account at Central Pacific Bank, John S recommended that we put \$130,000 from that account into an interest-bearing savings or money market account, e.g. Bank of Hawaii @ 3.05%. We agreed that John S and Greg G will follow up with Doug Jorg at Hawaiiana within the coming week to get this done.
- John S will distribute to the other directors a list of changes we are considering to the current management contract with Hawaiiana.
- Budget spreadsheet - John S will make row heading changes to better reflect our actual situation.
- Insurance - Greg G spoke with our insurance broker, Shari Yamamoto, earlier in the week. Two of our three policies, D&O and Property, are coming up for renewal soon - 11/04/25 and 11/12/25 respectively. Greg G and John S will follow up with Shari, or her assistant Shauna, about the renewal procedure and getting competitive quotes.
- Legal - Greg G spoke with Shannon Sheldon earlier in the week. She is a partner at Horovitz Tilley, LLLC (Limited Liability Law Company), in Wailuku. I asked her if she had files on the "bed and breakfast" lawsuit, as well as copy of the plan for closing Old Corp. She has both, but it would take some digging to retrieve them. Her current hourly rate is \$400.00. She was surprised to learn that Old Corp had not yet been closed.
- Old Corp - John S brought to our attention that New Corp has been incurring accounting expenses in behalf of Old Corp. Greg G has asked Doug Jorg:
 - How much time and expense has Hawaiiana spent/incurred so far this year and in past years dealing with Old Corp matters?
 - What expenses have been incurred for any work done by third parties, such as attorneys and/or accountants, in behalf of Old Corp? Are any of those expenses billed to New Corp? Or all to Old Corp? For example, preparation of 2017-2024 tax returns for Old Corp - was that billed to Old Corp?No answers to those questions so far. In any case, going forward we need to make sure that Old Corp business is not co-mingled with New Corp business.
- Old Corp - Greg Spencer to send to Greg G a copy of the "Plan for Winding Up and Liquidation of Old Corporation adopted by the Board."

11/7/2025 - John H and Greg G

- John H and Greg G walked the drainage ditch from the upper basin down to and through the lower basin to survey the cleanup work done by KK Services earlier in the week. The entire length of the ditch can now be used as a skateboard run. Overhanging tree limbs have been cut back; vines, shrubs and weeds along the side of the ditch have been cut down to ground level; and all debris removed, with the exception of a few small areas that KK Services will take care of in the coming week. The area at the north end of Kaiola Place, adjacent to the upper drain basin and behind the guardrail, was also cleared of weeds. Most of the weeds in the

lower drain basin have been whacked down; there is still some cleanup on the north side of the drain basin along the Kihei Villages fence line.

- Speaking of Kihei Villages, Dale Kreps and Greg G have a date to walk the drainage ditch on November 17 with Melissa Romero and Ruby Makuch, AOA site manager and AOA president, respectively, of Kihei Villages. Joining us will be the landscape contractor for Kihei Villages. The purpose of the walk is to view the area that is on Kihei Villages property along the upper end, north side, of the ditch, as well as the area on Kihei Villages property on the north side of the upper drainage basin. Those areas need to be maintained by Kihei Villages.
- Residents (homeowners and tenants) along both sides of the ditch - Honu Alahele and Kihei Villages - need to be informed and reminded not to put yard debris and other refuse into the ditch, and to cut back (and keep cut back) tree limbs and shrubs hanging over the ditch to minimize leaf-fall and frond-fall into the ditch.
- ACTION ITEM: John Hone will identify and photo-document which properties along the Honu Alahele side of the ditch where "tree overhang" is a problem, and where damage to the chain-link fence and to the concrete wall of the ditch is being caused by tree roots, tree trunks, tree branches, and the build-up of dirt and debris directly against the chain-link fence itself. We as a board must come up with effective means to inform and educate property owners and tenants to do their part to keep the drainage ditch clean of yard debris, trash and other refuse, and to keep dirt, shrubs and trees away from the fence.
- ACTION ITEM: John H will suspend "No Trespassing" signs at both ends of the drainage ditch.

11/14/2025 - Katie R, John H, John S, Greg G

- Speed hump project clarification. Since John H, John S and Greg G were not members of the BOD when a decision was made earlier this year to approach the Maui County Department of Public Works to see about installing a speed hump (or humps) along Honuhula Street between Kaiola Place and Honuhalemua Street, Greg G convened a meeting of the Board to get clarification on the project. Greg G asked if there had been a Board resolution to approach the County about installing speed humps. Katie said it was her understanding that it was not a matter that required Board approval because Honuhula Street is a public roadway under the jurisdiction of the County and that the HOA has no say in the matter. The County does require that 80% of the homeowners along the street in question must be in favor of the installation. Katie said that 84% of the 18 homeowners along Honuhula Street were in favor.

If the HOA has no say in the speed hump project, John H, John S and Greg G wondered why a letter dated June 12, 2025, was mailed to all Honu Alahele HOA homeowners on Honu Alahele HOA letterhead over the signature of the President of the Board of Directors, Greg Spencer. Katie wasn't sure why the letter petitioning homeowners for an affirmative signature in support of installing speed humps on Honuhula Street was printed on Honu Alahele HOA letterhead, but she said she deferred to Greg Spencer on the decision to send the letter in the form of an HOA

communication to homeowners. Greg Spencer was not present at this Board meeting to provide additional insight or explanation.

John H, John S and Greg G explained to Katie their concern that it seemed to them that a project that affects the entire HOA should be put to a vote of all HOA homeowners. Since our CC&R's don't appear to address this particular situation, all present agreed that it would be prudent to get clarification from outside counsel on how to proceed with regard to the speed hump project.

ACTION ITEM: Greg G will contact Shannon Sheldon to ask her advice.

- Landscaping - general discussion expressing different points of view on quality of work required; frequency of work, e.g. mowing park lawn once a week or every other week; what is homeowners' responsibility (e.g. cleaning streets in front of property) vs HOA responsibility; cost of work. John Schroeder pointed out that the three sections in the table prepared by Greg G setting forth the schedule of grounds maintenance did not correspond to three of our landscaping budget categories, namely: contract-grounds; grounds-tree trimming; drainage system cleaning.

ACTION ITEMS:

- Greg contact Chucky for:
 - Quote to trim King Palms
 - Quote for annual landscaping contract
- Greg contact Jon-Michael for quote to trim King Palms

11/21/2025 - John Schroeder, John Hone, Greg Gabriel

- Landscaping. We met with Chucky to walk entire subdivision, starting at park, then down the entire length of the drainage ditch, out along Kenolio Road to the mural wall, and back up to park. Chucky will prepare a quote for comprehensive maintenance, including park, hedges, tree trimming, and drainage ditch and basins. We already have a few quotes in hand for pruning the King Palms and will try to get that project done and paid for before the end of this year.
- New agreement with Hawaiiana. We briefly discussed the "Fiscal Property Management and Agency Agreement" from Hawaiiana - a scaled-back version our current agreement with Hawaiiana - which better reflects the services that Hawaiiana actually provides our HOA and is more in line with our current needs. We did not discuss the new agreement in detail because of time constraints. Greg G will prepare an executive summary of the agreement in advance of next Friday's meeting to facilitate our review. Hawaiiana has requested an approval signature by December 1, 2025, "to accommodate a January first 2026 start date."
- 2026 budget. We have until mid-December 2025 to finalize our budget for 2026 (Article 9, §9.2 of CC&R's).

11/28/2025 - John Hone, Greg Gabriel, John Schroeder (via phone)

- New Hawaiiana Agreement. We reviewed changes to Hawaiiana's first draft of the "Fiscal Property Management and Agency Agreement" - changes prepared by Greg Gabriel, in a marked-up copy of the first draft, based on input from John Schroeder and Greg Gabriel. (This marked-up copy of the first draft, along with a memo listing and explaining the changes, was distributed to all Board members on 11/26/2025.) It was agreed that Greg G will email the marked-up copy of the first draft back to Mele Heresa, VP of Business Development at Hawaiiana in their Honolulu office. He will also email a copy to our HOA attorney Shannon Sheldon for her to review, in particular, Section 11- INDEMNIFICATION, of the draft agreement.
- Landscaping
 - Chucky González (Chucky's Landscaping) is preparing a quote for comprehensive grounds maintenance based on our Statement of Work for Grounds Maintenance Requirements.
 - Greg will provide Keith Krug (KK Services) with 30-day notice that we will be terminating his current contract for landscaping services, effective 12/31/2025, and ask him to submit a new proposed service contract based on our Statement of Work for Grounds Maintenance Requirements.
 - King Palms in Park. We agreed that the King Palms should be trimmed ASAP - before the end of this year; falling fronds and seed pods are a liability. We will evaluate quotes from Jon-Michael Delima, Chucky, and Keith and choose one for this task, which is outside the scope of the general grounds maintenance work.
- Drainage ditch. John H reported that of the 17 homeowner lots that back up to the drainage ditch, at least 14 need to have foliage trimmed back to the fence line, and a few need to have trees and shrubs cut down to prevent damage to the chainlink fence and to the concrete wall of the drainage canal. John will draft a letter to be sent to be sent to all of these homeowners informing them of the importance of keeping backyard vegetation from encroaching on the ditch.
- HOA annual meeting date for 2026. Back in September of this year we scheduled our 2026 HOA annual meeting for January 26, 2026, at the suggestion of Doug Jorg because Doug was planning to be away on vacation all of February. However, now that Doug has retired that timing restriction no longer applies. We agreed that it would be preferable to re-schedule the annual meeting for some time in February, which allow time for the preparation of 2025 year-end financial statements to be presented at the meeting. It would also allow time for a Honu Alahele neighborhood get-together in January, providing homeowners with a casual "open forum" without time constraints sometimes imposed the setting of an annual HOA meeting.