



MINUTES 2024 ANNUAL MEETING ASSOCIATION OF APARTMENT OWNERS OF POINCIANA MANOR

DATE: Thursday, March 14, 2024

PLACE: St. John Lutheran Church
1004 Kailua Road, Kailua, Hawaii 96734

ROLL CALL AND CALL TO ORDER:

The 2024 annual meeting was called to order at 7:00pm by Vice President Rose Kauina with a quorum as follows:

Owners present at meeting	7.82061%
Owners represented by proxy	<u>45.26260%</u>
Total Ownership Represented	53.08321%

CONDUCT OF MEETING:

Hearing no objections, the Chair informed the membership that in accordance with Article I, Section 11 of the Bylaws the Annual Association Meeting would be conducted in a fair, reasonable and business-like manner following the most current edition of Robert's Rules of Order, Newly Revised. The customary meeting rules were permanently adopted by the Association membership at its annual meeting held on March 6, 2014.

MINUTES OF PRECEEDING MEETING:

The Minutes of the Annual Association Meetings held March 9, 2023 were approved by unanimous consent.

REPORTS OF OFFICERS AND COMMITTEES:

- A. President's Report.** President Farfan (not present) provided a written summary of the activities and accomplishments of this year's administration. Copies were provided upon registration.
- B. Auditor's Report.** Provided to all owners registering for this Annual Association meeting was a copy of the Independent Auditor's report for December 31, 2023 prepared by Ratna Nuti, CPA. The Auditor's Report will be filed with the records for this annual meeting.

APPOINTMENT OF TELLERS:

Mary Trosper (344) and Brian Hollier (302) volunteered and were appointed as tellers to collect the ballots and verify all voting results for this meeting.

ELECTION OF DIRECTORS:

- A. Nominations.** Two positions on the Board with 3-year terms were to be filled due to the normally expiring terms of Rose Kauina and Anna Moody. Rose expressed a desire to continue if re-elected and Violet Liu-Frank (316) and Scott Friend (425) were nominated off the floor.

- B. Voting.** Voting was conducted in accordance with Article II, Section 3 and Article I, Section 7 of the By-Laws, directors were elected by secret ballot and by cumulative voting with the following results:

Scott Friend	32.65047%	3-year term expiring in 2027
Rose Kauina	30.86751%	3-year term expiring in 2027
Violet Liu-Frank	5.00730%	

UNFINISHED BUSINESS:

There was no unfinished business carried over from the previous Association meeting.

NEW BUSINESS:

- A. Resolution on Assessments.** By unanimous consent the following resolution was adopted:

"Whereas the members of the Association desire that the Association act in full accordance with the rulings and regulations of the Internal Revenue Service; now, therefore, the members adopt the following resolution: Resolved, that any excess owner assessments not used by the Association in the current year for managing, operating, maintaining and replacing the Association's property be applied against the following year's assessments as provided by IRS Revenue Ruling 70-604."

- B. Approval of Annual Meeting Minutes.** Marion Douglas (463) moved to authorize the Board of Directors to approve the minutes of this Annual Meeting as recorded by the Managing Agent at its next regular meeting to be held within 60 days. Kirby-Lee Garbett (257) seconded, and the motion passed unanimously.

- C. Selection of Auditor.** The Chair stated that Article III, Section 8 of the By-Laws required a yearly audit of the Association's financial records performed by a Certified Public Accountant. By unanimous consent, the Board is authorized to review proposals and select an auditor for the 2024 yearly audit.

- D. Board Dinner.** The Board members serve in a voluntary capacity and contribute many hours in Board regular and special meetings and in committee meetings. The current Board asked the membership for authorization to hold an annual appreciation dinner at Association expense. Hearing no objections, the Board is authorized to have an annual dinner at the Association's expense.

ANNOUNCEMENTS:

- A. Setting of Organizational Meeting of the Board.** The organizational meeting of the Board was set to immediately follow the annual meeting by unanimous consent.

ADJOURNMENT:

With no further business presented, The Chair adjourned the meeting at 7:34 p.m.

Approved as to form and content;

Kirby-Lee Garbett, Secretary
AOAO Poinciana Manor

By direction;

Cindy Kuhlman Low
Recording Secretary
for TOUCHSTONE PROPERTIES LTD., AAMC®
as Agent for AOAO Poinciana Manor

Approved by the Board of Directors on: April 11, 2024