

The Association of the Apartment Owners of Apusento Garden Condominium

Regular Board of Directors Meeting
Meeting Minutes –Monday, July 14, 2025

Apusento Gardens Resident Managers Office & Teleconference, 6:00 PM

J. Filush verified that a quorum was present and called the meeting to order at approximately 6:05 p.m. at the Apusento Garden Resident Manager's office, Chalan Pago, Guam.

1. Roll Call

a. Board of Directors ("Board") Present

Jerold Filush, Treasurer / Secretary

Galen Haye, Member

Kevin Kay, Member

b. HOA Property Manager ("PM")

Anne Castillo

c. Apusento Gardens Resident Manager ("RM")

Jemimah Kay

d. Guests:

Aaron Filush

2. Election of Temporary Chair

K. Kay made a motion to appoint J. Filush as President Pro Temp.

Seconded: G. Haye

Unanimous vote, motioned carried.

3. Approval of Previous Meeting Minutes March 20, 2025

- a. The Board reviewed the Meeting Minutes from March 20, 2025.

G. Haye motioned to approve the Meeting Minutes of March 20, 2025

Seconded: J. Filush

Unanimous vote, motion carried.

June 05, 2025 Meeting Minutes

The Property Manager was instructed by the Board to create the unofficial meeting minutes for June 05, 2025 to be reviewed and approved at the next meeting.

4. Approval of Financials for January - March 2025

- Financial statements were distributed prior to the meeting.
- Accounts Receivable reviewed (updates provided by Property Manager Ann):
Several delinquent accounts cleared: B204, B405, M112, P11, P201 (pending attorney check release).

G108 paid \$3,228.79 on July 9, 2025 (balance cleared).

H203 – Current balance \$3,073.98. Partial payments made, but plan not finalized. Board instructed attorney to issue final demand letter and prepare lien if no resolution within 30 days.

P311 – Full payment sent incorrectly to REMAX; check returned. Awaiting correction.

The board discussed incorporating attorney fees into delinquent balances moving forward.

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5. Operation Manager Report (G. Sanders)

K. Kay discussed with the Board of the OM's Report

Roof Repairs: - Roofs for C and M buildings completed (3 of 6 finished).
- Material switching to Sherwin-Williams silicone reduced costs by ~\$6,000.

Elevators:

- Six-month permit obtained.
- Variance granted by DPW – HOA grandfathered in compliance.
- 12 disconnect boxes require upgrading; project to be scheduled.

Pest Control:

- Termite and ant treatments ongoing. In-house bait station program in progress.

Landscaping & Maintenance:

- Regular bush cutting and herbicide applications. Speed bump and curb painting completed; new parking lot striping to expand community-wide.

Pool Maintenance:

- Tropical Pools reduced to once-weekly visits. Minor repairs performed; hole in pool deck patched, but permanent fix required.

Fence & Security:

- Six fence breaches repaired; stray dog issue resolved.
- Further trimming and brush clearing pending (Board authorized purchase of new, less powerful pressure washer for hallways).

6. Resident Manager's Report

J. Kay (RM) provided a report included in the packet.

- - Cleanshot completed vent cleaning on units: P112, B202, B110, H103, and M103. Still on-going for other units
- Flood lights in commercial buildings are back to operable state.
- Solar Streetlight in the rear parking lot is operational.
- P1, C11, H5 stalls are rented, B 3rd floor storage rented.
- Five Star inspections completed, H Fire Alarm system failed, replacement required for horns/strobes serviced and completed.
- C Fire Alarm system battery replaced with Five Star.
- Generator Battery replaced by Midpac.
- 133 Certified Mail of HOA Survey to homeowners completed. 24 mail returned.
- Elevator Inspection passed, permits are displayed, and valid until December 2025

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- Miscellaneous trash by Lawn Mower storage area disposed of.

7. Old Business

CAF Increase - The board reaffirmed the increase effective September 01, 2025.

CAF Booklet - PM to prepare and update fees to reflect the increase.

Roof Update - Progress continuing as reported on OM report.

8. New Business

- a. Mariana's Professional Service - Pool Maintenance Contractor
The board reviewed the proposal from Mariana's Professional Services

G. Haye motioned to accept the Mariana's Professional Service Proposal with 12 months contract.

K. Kay seconded the motion

Unanimous vote, all in favor

- RM to coordinate with J. Filush for signing of the new pool maintenance contract, as well as the coordination to notice to terminate the contract with Tropical Pool Service.

- b. Insurance Renewal - The Board discussed and debated over the insurance coverage between \$25M vs \$30M+.

K. Kay motioned to increase the insurance coverage to \$25 million. This represents a 3.2% increase in the CAF increase

G. Haye seconded the motion

Motion passed: \$25M coverage approved.

- c. Board Member Appointments & Officers

K. Kay nominated Aaron Filush as a new Board Member.

G. Haye seconded the motion

Unanimous vote, all in favor.

President

K. Kay motioned J. Filush as Board President for the remainder of the year

G. Haye seconded the motion

Unanimous vote, all in favor.

Treasurer/Secretary

J. Filush motioned A. Filush as Board Treasurer/Secretary

K. Kay seconded the motion

Unanimous vote, all in favor.

Vice President

Remains open seat

Members at Large:

K. Kay and G. Haye remain as Board Members

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The Board agreed to operate with 4 members for now, with all in agreement that there will remain a vacant seat until filled.

9. Open Forum

None

10. Next Meeting:

TBD

11. Adjournment

K. Kay adjourned the meeting at approximately 7:39 p.m.

I hereby certify that the preceding is a true and correct copy of the approved Minutes of the Board of Directors' meeting held on **July 14, 2025**



Apusento Garden Board of Directors

10/29/25

Date