CONDOMINIUM REVIEW COMMITTEE

Real Estate Commission Professional and Vocational Licensing Division Department of Commerce and Consumer Affairs State of Hawaii <u>www.hawaii.gov/hirec</u>

MINUTES OF MEETING

The agenda for this meeting was filed with the Office of the Lieutenant Governor as required by Section 92-7(b), Hawaii Revised Statutes.

Date:	August 9, 2006
Time:	Upon adjournment of the Education Review Committee meeting which follows the Laws and Rules Review Committee meeting scheduled to convene at 9:00 a.m.
Place:	Queen Liliuokalani Conference Room King Kalakaua Building 335 Merchant Street, First Floor Honolulu, Hawaii
Present:	William Chee, Chair, Broker / Honolulu Commissioner Mark Suiso, Vice Chair, Public / Honolulu Commissioner Louis Abrams, Broker / Kauai Commissioner Trudy Nishihara, Broker / Honolulu Commissioner Stanley Kuriyama, Broker / Honolulu Commissioner Michele Sunahara Loudermilk, Public / Honolulu Commissioner Annette Aiona, Broker / Hilo Commissioner Frances Gendrano, Salesperson / Honolulu Commissioner
	Calvin Kimura, Supervising Executive Officer Neil Fujitani, Executive Officer Cynthia Yee, Senior Condominium Specialist Cheryl Leong, Condominium Specialist David Grupen, Condominium Specialist Diane Choy Fujimura, Senior Real Estate Specialist Lorene Kimura, Real Estate Specialist Shari Wong, Deputy Attorney General Tammy Norton, Recording Secretary
Others:	Timothy Hiu, City and County of Honolulu Dept. of Planning & Permitting Galen C. K. Leong, Recodification Attorney and Condominium Consultant Janel Yoshimoto, Chun Rair & Yoshimoto LLP Esther Han, Case Lombardi & Pettit Kenneth Chong, Condominium Consultant Richard Asato, Imanaka Kudo & Fujimoto Nina Yang, Imanaka Kudo & Fujimoto Myoung Oh, Hawaii Association of Realtors Vernon T. Tashima, Attorney at Law
Absent:	Carol Mae Ball, Broker / Maui Commissioner
Call to Order:	Chair Chee called the meeting to order at 10:49 a.m., at which time quorum was established.
Chair's Report:	No report was presented.

Condominium Specialist's	Additional Distribution					
Report:	The following materials were distributed prior to the start of the meeting:					
	4.	Condominium Governance and Management b. AOAO Registration				
	5.	CPR Registration and Developer's Public Reports a. Condominium Projects and Developer's Public Reports 4) Informal Non-Binding Interpretation Requests b) §§514B-3 "Project", 514B-21, 514B-31, 514B-82, 514B-54, 514B-32, 514B-33, 514B-108, 514B- 86, 514B-92, 514B-93, HRS – Declaration of Condominium Property Regime Recordation and Execution Requirements for Commission's Issuance of an Effective Date for a Developer's Public Report – Deferred from July 12, 2006 Condominium Review Committee Meeting ii) Edward R. Brooks, Esq., BROOKS TOM PORTER & QUITIQUIT, LLP, for listed members of the former Blue Ribbon Condominium Law Recodification Committee – Recordation and Building Permit Requirements §514B-54(a)(4), 514B-92(b)(3)(C)(ii), HRS, Requests				
	Additions to the Agenda					
	Upon a motion by Commissioner Abrams, seconded by Commissioner Nishihara, it was voted on and unanimously carried to recommend accepting the additions to the agenda as follows:					
	5.	CPR Registration and Developer's Public Reports a. Condominium Projects and Developer's Public Reports 4) Informal Non-Binding Interpretation Requests e) §514A-40(b), HRS, §16-107-4, HAR				
Minutes:	it was v	motion by Commissioner Abrams, seconded by Commissioner Nishihara, oted on and unanimously carried to accept the minutes of the July 12, ondominium Review Committee meeting as circulated.				
Condominium Governance and	AOAO Registrations					
Management:	Specialist Grupen reported that as of July 31, 2006, 1,537 AOAOs have successfully registered.					
	Louder	motion by Commissioner Abrams, seconded by Commissioner milk, it was voted on and unanimously carried to defer the fidelity bond the September Condominium Review Committee meeting.				

Mediation and Arbitration

Information on Mediation Services of Maui Basic Mediation Training being held August 14-18, 2006 was distributed for informational purposes.

Condominium Seminars and Symposium

Staff provided evaluation of CAI Hawaii's 2006 Legislative Update seminar was distributed for informational purposes.

CPR Pilot Program

"In the Mater of Henry S. Anderson and Louise Brewer, Petitioners vs. Board of Directors, Mauna Luan AOAO and Randall R. Weikert, General Manager, Mauna Luan AOAO – CPR-2006-2" – a copy of the motion to dismiss was distributed for informational purposes. An order dismissing the case issued by the Office of Administrative Hearings was circulated for information.

Condominium Condominium Project Registration - Public Reports Issued

Project Registration:

A list of those condominium projects issued effective dates during the month of July 2006 were distributed for informational purposes as follows:

5994	1414 KANEPOONUI	1414 KANEPOONUI RD KAPAA, HI	(4)4-04-013:021	Final	07/17/06
6020	3574 MOLOAA ROAD	3574 MOLOAA ROAD ANAHOLA HI 96703	(4)4-09-014:020	Final	07/06/06
6046	45-020 NAMOKU	45-020 NAMOKU/45-234A KOKOKAHI	(1)4-05-032:001	Final	07/17/06
6024	602 KAIEMI STREET	KANEOHE HI 96744 602 KAIEMI ST KAILUA HI 96734	(1)4-03-081:030	Final	07/10/06
6048	ALA MAHAMOE VILLA	1418 ALA MAHAMOE ST HONOLULU HI 96819	(1)1-01-027:053	Final	07/17/06
6064	ARAKAKI CONDOMINIUM	1615 PUU RD	(4)2-03-006:008	Final	07/31/06
6045	BALI HAI VILLAS PHASE X	KALAHEO HI 96741 4970 PEPELANI LP PRINCEVILLE HI 96722	(4)5-04-005:036	Final	07/17/06
5956	GREEN THURSTON CONDOMINIUMS		(1)2-04-017:037	Cont	07/20/06
6027	HALE ONO	5-7094A KUHIO HWY HAENA HI 96714	(4)5-08-011:059	Final Final	07/10/06
5745	HONUA KAI CONDO (BLDG SE-A)	LOT 4 KAANAPALI HI	(2)4-04-014:006	Final	07/28/06
5746	HONUA KAI CONDO (BLDG SE-B)	LOT 4 KAANAPALI HI	(2)4-04-014:006	Final	07/28/06
5747	HONUA KAI CONDO (BLDG SE-C)	LOT 4	(2)4-04-014:006	Final	07/28/06
5852	IRONS HEIGHTS	KAANAPALI HI LOT 2	(4)4-04-004:052	Final	07/20/06
6043	ISLAND CRTYARDS AT MILILANI	KAPAA HI 96746 UKUWAI ST	(1)9-05-049:027	Prelim	07/20/06
6054	MAUKA INCR A KA MILO AT MAUNA LANI PHASE 3	MILILANI HI 96789 68-1122 N KANIKU DR	(3)6-08-022:041	Prelim	07/20/06
6055	KA MILO AT MAUNA LANI PHASE 4	KOHALA HI 96743 68-1122 N KANIKU DR	(3)6-08-022:041	Prelim	07/20/06
6037	KALAHEO HILLSIDE ESTATES	KOHALA HI 96743 3080 LAUOHO RD	(4)2-03-002:010	Final	07/10/06
5680	KEOLA LA`I	KALAHEO HI 96741 600 QUEEN ST	(1)2-01-048:008	Final	07/24/06
6052	KULALANI AT MAUNA LANI - PH II	HONOLULU HI 96813 68-1118 N KANIKU DR	(3)6-08-022:007	Cont	07/25/06
6062	LAHAINA VIEW CONDOMINIUM	KOHALA HI 96741 52 LAU NIU WAY	(2)4-07-010:082	Final Final	07/28/06
6028	MAGELLAN VILLAS	LAHAINA HI 96761 642 MAGELLAN AVE	(1)2-01-038:001	Final	07/17/06
		HONOLULU HI 96813			

6059	MILO COURT AT KEHALANI	HONOAPIILANI HWY WAILUKU HI	(2)3-05-001:081	Prelim	07/24/06
5491	NA HALE AT KAHIKOLE - PHASE II	KAHIKOLE STREET KAUPULEHU-KONA HI 96740	(3)7-02-003:013	Suppl 2	07/31/06
6033	OHU ROAD	4929 OHU RD KAPAA HI 96746	(4)4-06-017:035	Final	07/14/06
4584	ROYAL GARDEN AT WAIKIKI	440 OLOHANA ST HONOLULU HI 96815	(1)2-06-016:039	Suppl 3	07/17/06
3860	SUNBURST GARDENS	2638 KAUAPEA RD KILAUEA HI 96754	(4)5-02-004:064	Suppl 2	07/28/06
6065	WAIAKEA VILLAS (WAILOA GARDENS PHASE I)	400 HUALANI ST HILO HI 96720	(3)2-02-030:003	Cont Final	07/28/06
Prelimin	arv Reports: 4				

Contingent Final Reports: Final Reports: Supplementary Reports:

Total:

27

3 17

3

Informal Non-Binding Interpretation Requests - §§514B-3 "Project", 514B-21, 514B-31, 514B-82, 514B-54, 514B-32, 514B-33, 514B-108, 514B-86, 514B-92, 514B-93, HRS – Declaration of Condominium Property Regime Recordation and Execution Requirements for Commission's Issuance of an Effective Date for a Developer's Public Report – Deferred from July 12, 2006 Condominium Review Committee meeting

Esther Han of Case, Lombardi & Pettit state that at the last CRC meeting it was questioned who would sign the executed documents. She then reported that according to §514B-31 the developer should sign the declaration for the documents to be executed, whether or not the developer at the time is the owner.

Edward R. Brooks, Esq., BROOKS TOM PORTER & QUITIQUIT, LLP, for listed members of the former Blue Ribbon Recodification Advisory Committee - Recordation and Building Permit Requirements § 514B-54(a)(4), 514B-92(b)(3)(C)(ii), HRS

Senior Condominium Specialist Yee reported that Randy Brooks, on behalf of members of the Blue Ribbon Recodification Advisory Committee requested a clarification of the meaning of the phrase "the building permit for the project" as used in §514B-92(b)(3)(C)(ii) which requires that purchaser deposits cannot be used to pay construction costs unless the developer has submitted the Commission a copy of "the building permit for the project."

Mr. Timothy Hiu of the City and County of Honolulu's Planning Department was present. Mr. Hiu informed the committee that Chapter 18 of the City and County Ordinance provides that the building official may issue partial building permits such as superstructure, shell, and foundation permits which allow the construction to proceed quicker than the full permitting process. The Building Department's computerized system allows the department to track the progress and know what building permits they are allowed to approve within the building. Multiple permits may be issued to a project related to the structure. If a contractor were to wait for complete approval, theoretically they could wait approximately 1 to 2 years before receiving all of the necessary building permits. "Just in time" permits are issued when construction is done in phases.

Recodification Attorney Galen Leong questioned Mr. Hiu as to how many building permits could possibly be issued to a 40 story building.

Mr. Hiu replied that it depends on the complexity of the project. If it was a simple project, there could be 1 permit, if it was a complex 40 story building you could possibly have 4 different permitting phases, 1) foundation, 2) superstructure (structural frame, exterior cladding, 1 permit per story if work slow enough, etc.), 3) Interior work and 4) final. Mr. Hiu further reported that the project has to be well defined and go through a design phase and based on concrete drawings for subsequent permits to be issued.

Mr. Ray Iwamoto noted that the law says you have to have evidence of a building permit. How will the Commission administratively decide which permit gives the level of assurance to issue an effective date for a developer's public report?

Mr. Hiu replied that building permits are only issued if it meets the level of confidence that the building is buildable.

Mr. Kenneth Chong questioned in cases where the building department had stopped construction, was it that the superstructure permit had not been issued?

Mr. Hiu replied in the affirmative and noted that the applicant may have come in for a foundation permit and it could have been issued, but when the applicant came in for supplemental permits all of the requirements, county codes, etc. have to be met in order for any supplemental permits to be issued.

Memorandum from Michael H. Sakai, REC Condominium Consultant

Memorandum dated July 26, 2006 regarding Chapter 514B, HRS, regarding whether or not a project's declaration, bylaws and condominium map have to be merely executed or executed and recorded before the Commission will issue an effective date for a public report was distributed for informational purposes.

Memorandum from Galen Leong, Esq.

Recodification Attorney Galen Leong commented on whether condominium documents must be recorded prior to the issuance of a developer's public report. Mr. Leong noted that §514B-54 raises some confusion. Mr. Leong reported that he went back to the statute and found that it is conclusive that in order to register, the project needs to be created by recording the declaration and bylaws. All other sections of the law deal with recorded declaration and bylaws.

Commissioner Loudermilk stated that the question posed by the Commission was how the word "project" is defined in Chapter 514B. The definition of project is a condominium project. The confusion lays in how the statute is referring to the project, as a generic term?

Mr. Leong responded that once a developer's public report has been issued, it is supposed to be an "evergreen" report and the developer may enter into binding sales contracts pursuant to a timetable of the developer's choice and that the report must include the recorded condominium documents. He further noted that if the initial developer's public report does not contain the recorded documents

then it cannot be considered an "evergreen" report. No binding sales contracts can result from that report and at some later time when the documents have been recorded the report will either have to be amended or a new report issued which must include the recorded documents.

Commissioner Loudermilk responded that even without recorded documents, a public report is evergreen. The developer cannot use it for binding contracts until the documents are recorded, but nevertheless, the report is still evergreen.

Section 16-201-92, HAR – Informal Interpretations – Act 93 (2005) sections 8, 9; §514A- 37, 62, HB 3225 HD1, SD1, CD1, section 2 Staff provided

Specialist Yee reported that pursuant to section 16-201-92, HAR, staff posted an announcement on the Commission's website that indicated that developers who crated a condominium property regime by June 30, 2006 may continue to take non binding reservations until the developer's preliminary public report expires and may extend such a report. In addition if the developer desired to continue to sell under the old condominium law, Chapter 514A, HRS, and enter into binding sales contracts, the developer must record the condominium's declarations etc., by Friday, June 30, 2006. In response to the website posting, Rick Kiefer, Esq., sent an email taking another position and contends that without recording the declaration with the Bureau or Land Court, the developer with a preliminary public report can continue to sell the condominium under Chapter 514A., HRS, as long as the developer registered the project with the Commission by June 30, 2006, pursuant to a developer's preliminary public report. In short, Mr. Kiefer is stating that in §514A-1.5(a)(2)(A) and (B), the "and" between (A) and (B) should mean "or."

Contingent Final Public Report, preliminary public report and requirement of recordation by June 30, 2006 – Request of Vernon T. Tashima, dated July 14, 2006

Specialist Leong reported that Vernon Tashima, Esq.'s letter to the Commission of July 14, 2006 opined that Lani Hale is entitled to apply for a contingent public report under the provisions of Chapter 514A.

Mr. Tashima was not present. Specialist Leong summarized Mr. Tashima's written request. It was reported that Mr. Tashima's client was issued a developer's preliminary public report under Chapter 514A prior to July 1, 2006 and was informed that a request for a developer's contingent final public report will not be accepted by the Commission if the declaration is not recorded prior to July 1, 2006. The declaration for Lani Hale was recorded on July 7, 2006. Mr. Tashima's request notes that his client registered the project by filing a notice of intention and that by accepting the notice of intention and issuing the preliminary public report, the Commission acknowledged that Chapter 514A applied to the property of this project and impliedly agreed that a condominium property regime was established. His written request further noted that there being no statutory requirement that the declaration be recorded prior to July 1, 2006 for a project to remain under the provisions of Chapter 514A, he then is submitting that the recordation of the subject project's declaration on July 7, 2006, completed the recordation requirements of Chapter 514A and that there was a valid project established prior to July 1, 2006.

> Request for Non-Binding Interpretation on Registration Requirements applicable to Project of Entirely Non-residential Units Exempted from Registration Pursuant to HRS §514B-51(b)(2) - Deborah Macer Chun, Esq., Janel Yoshimoto, Esq. dated July 27, 2006

Commissioner Loudermilk recused herself from any discussion and decision making due to prior representation.

Ms. Chun's request for a non-binding opinion notes that there is an inconsistency among the provisions in Ch. 514B sections 514B-51(b)(2), 514B-81, and 514B-82. Section 514B-51(b)(2) in Part IV of the Act provides that the registration requirements of the Act shall not apply to a condominium project consisting entirely of units for nonresidential use and being sold for \$1,000,000 or more (a "Sophisticated Nonresidential Project").

Specialist Yee reported that this was an issue that was mistakenly overlooked and needs to be cleaned up next legislative session.

Commissioner Loudermilk returned to the meeting.

Request for Non-Binding Interpretation - §514A-40(b), HRS, §16-107-4, HAR

The developer is converting federal property to condominium status which it now owns. The Developer is unable to satisfy the requirement of submittal of the county letter indicating that the project is in compliance with all zoning and building ordinances and codes applicable to the project for the Commission's issuance of an effective date for the developer's public report. Richard Asato, Esq. presented oral testimony that they have submitted 2 separate condo filings for their client under Chapter 514A.

Specialist Yee questioned what would happen if the project was destroyed by fire?

Mr. Asato replied that they project would be rebuilt to City standards. They have submitted an architect as built certificate and subsequent certificates that the units conform to 91 building code. The property would be rebuilt to current ordinances and consumers will be advised of the history of the project and informed that the City doesn't have plans on file.

Specialist Yee informed the committee that in 2004 the Commission received a similar request for the issuance of an effective date without the submittal of plans.

Chair Chee noted that disclosures should be made to all prospective purchasers of these facts.

The following articles from the *Honolulu Advertiser* were distributed for informational purposes: "On Kauai'. Deadline near on 'ohana units" July 3, 2006 and "Big Isle developer seeks agriculture land OK" July 22, 2006.

Program of Work:	Neighbor Island Outreach – Maui, Fall 2006
	The next neighbor island outreach is tentatively scheduled to be held on the island of Maui in the Fall of 2006.
Condominium Organizations Forum:	No comments, recommendations or concerns were received from the following: Community Associations Institute Hawaii Chapter, Alakahi Foundation, Hawaii Council of Association of Apartment Owners, Hawaii Independent Condominium and Cooperative Owners, Hawaii State Bar Association/Real Property & Financial Services Section, Land Use Research Foundation, Condominium Council of Maui, Hawaii Association of Realtors/Institute of Real Estate Management Hawaii Chapter/ Oahu Arm Committee, others.
Open Forum:	No discussion presented.
Executive Session:	Upon a motion by Commissioner Abrams, seconded by Commissioner Nishihara, it was voted on and unanimously carried to enter into executive session, pursuant to Section 92-5(a)(4), HRS, "To consult wit the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities and liabilities;".
	Upon a motion by Commissioner Abrams, seconded by Commissioner Nishihara, it was voted on and unanimously carried to move out of executive session.
Condominium Project Registration:	Informal Non-Binding Interpretation Requests - §§514B-3 "Project", 514B-21, 514B-31, 514B-82, 514B-54, 514B-32, 514B-33, 514B-108, 514B-86, 514B-92, 514B-93, HRS – Declaration of Condominium Property Regime Recordation and Execution Requirements for Commission's Issuance of an Effective Date for a Developer's Public Report – Deferred from July 12, 2006 Condominium Review Committee meeting
	Upon a motion by Commissioner Nishihara, seconded by Commissioner Kuriyama, it was voted on and carried to defer the issue to the September 2006 CRC meeting. Commissioner Suiso opposed.
	Edward R. Brooks, Esq., BROOKS TOM PORTER & QUITIQUIT, LLP, for listed members of the former Blue Ribbon Recodification Advisory Committee - Recordation and Building Permit Requirements § 514B- 54(a)(4), 514B-92(b)(3)(C)(ii), HRS
	Upon a motion by Commissioner Abrams, seconded by Commissioner Suiso, it was voted on and unanimously carried that for those condominium project registrations relating to projects located in the City and County of Honolulu recommend approval to issue an informal non-binding interpretation that "building permit for the project" as required by §514B-92(b)(3)(C)(ii), HRS, be determined on a case by case basis along with the other requirements of §514B-92, HRS, and need not be a final building permit.

Section 16-201-92, HAR – Informal Interpretations – Act 93 (2005) sections 8, 9; §514A- 37, 62, HB 3225 HD1, SD1, CD1, section 2 Staff provided

Commissioner Loudermilk remarked in reading the statute it appears that it was the intent of the law to build efficiency so you do not need to qualify under both A and B for the situation to apply.

Rick Kiefer, Esq. noted in a letter to Specialist Yee his disagreement with the position posted on the Commission's website in connection with filing the notice of intention and that developers may fall under a chapter 514A project filing if the developer records the declaration by June 30, 2006. He opined that as long as the developer files a notice of intent by June 30, 2006 that the developer can also elect to register a condominium project under Chapter 514A, HRS. This matter was deferred to the August CRC meeting.

Deputy Attorney General Wong noted that in reading the applicable statutory language you would need to read Chapter 514A-1.5, HRS, consistently with the recodified condominium law as applying only to condominiums created after July 1, 2006.

Upon a motion by Commissioner Loudermilk, seconded by Commissioner Abrams, it was voted on and unanimously carried to recommend approval to issue an informal non-binding interpretation that Act 93 (2005) sections 8 and 9; §514A-37, 62, HB 3225 HD1, SD1, CD1, section 2 (now referenced as §514A-1.5(a)(2)(A) and (B), HRS) that the "and" between (A) and (B) means "or"; thus allowing a developer to elect to register as a 514A, HRS, project where the declarations and bylaws were recorded prior to July 1, 2006; and to allow the same registration election for those developers who filed "a notice of intention" with the Commission prior to July 1, 2006, pursuant to section 514A-31, HRS.

Contingent Final Public Report, preliminary public report and requirement of recordation by June 30, 2006 – Request of Vernon T. Tashima, dated July 14, 2006

Upon a motion by Commissioner Loudermilk, seconded by Commissioner Suiso, it was voted on and unanimously carried to recommend approval to issue a written response that Commission disagrees with his letter in particular the statement that "...by accepting the Notice of Intention and issuing the Preliminary Public Report, the Commission acknowledged that Chapter 514A applied to the property of this Project, and impliedly agreed that a condominium property regime was established." Further recommend to instruct Mr. Tashima to review his request and the recommended informal non-binding interpretation of the motion noted above.

Request for Non-Binding Interpretation on Registration Requirements applicable to Project of Entirely Non-residential Units Exempted from Registration Pursuant to HRS §514B-51(b)(2) - Deborah Macer Chun, Esq., Janel Yoshimoto, Esq. dated July 27, 2006

Upon a motion by Commissioner Nishihara, seconded by Commissioner Abrams, it was voted on and carried to recommend approval to issue an informal nonbinding interpretation that HRS Sections 514B-81(b), 514B-82, HRS, should be

read consistently with HRS 514B-51(b)(2), allowing for the sale or offer of sale without registering the project with the Commission, condominium projects in which all units are restricted to non residential uses and the respective units are to be each sold for \$1,000,000 or more. Commissioner Loudermilk abstained from voting.

Request for Non-Binding Interpretation - §514A-40(b), HRS, §16-107-4, HAR

Upon a motion by Commissioner Loudermilk, seconded by Commissioner Suiso, it was voted on and unanimously carried that due in part that the county is unable to provide a statement of county code, zoning, and permitting compliance, that the proposed condominium project, Orion Park Condominiums and Orion Condominiums, involves the conversion of federal property to condominium status where the construction of improvements were exempt from State and City building regulations and requirements; recommend approval to issue an informal non-binding interpretation that Commission accept in satisfaction of the county compliance letter required by§514A-40(b), HRS, the following: a recorded as built plans verified by its registered architect, a verified statement of its registered architect regarding county code compliance, and appropriate disclosures in the developer's public report to include, but not limited to, county requirements and rebuilding requirements should the condominium project and or apartments be destroyed.

- CEF Budget & No report presented.
- Next Meeting: September 13, 2006 Upon adjournment of the Education Review Committee meeting which follows the Laws and Rules Review Committee meeting scheduled to convene at 9:00 a.m. Queen Liliuokalani Conference Room King Kalakaua Building 335 Merchant Street, First Floor Honolulu, Hawaii

Adjournment: With no further business to discuss, Chair Chee adjourned the meeting at 12:38 p.m.

Respectfully submitted:

Finance Report:

/s/ Cynthia M. L. Yee

Cynthia M. L. Yee Senior Condominium Specialist

September 13, 2006

Date

[x] Minutes approved as is.

[] Minutes approved with changes; see minutes of _____