

**IMPERIAL PLAZA  
WEDNESDAY, OCTOBER 9, 2014  
BOARD OF DIRECTORS MEETING  
MINUTES**

**I. CALL TO ORDER**

President Bernard Nunies called the Imperial Plaza Board of Directors meeting to order at 5:00 p.m. The meeting was held on-site at the clubhouse on the pool deck. John Bouchie, Management Executive was Recording Secretary.

**II. ESTABLISH A QUORUM**

Members Present:       President, Bernard Nunies  
                                  Director, Steven White  
                                  Director, William Kikuta  
                                  Director, Thomas Haley  
                                  Director, Paula Tadaki

Excused:                 Secretary, Rod Shapiro  
                                  Vice President, Randy King  
                                  Director, Edwin Johnson  
                                  Director, Garrett Grace

By Invitation:           Roy Bumgarner, General Manager  
                                  John Bouchie, Management Executive, Hawaiiana Management  
                                  Donna Rabago, Administrative Assistant

Unit Owners Present:   Isaac and Connie Smyth of unit #2202

**III. HOMEOWNER'S FORUM**

Unit owners present did not wish to address the Board. No forum was therefore conducted.

**IV. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF  
SEPTEMBER 11, 2014**

The Minutes of the above noted meeting were approved as written. The Board directed General Manager Bumgarner to begin placing the approved meeting minutes on the AOA website.

**V. TREASURER'S REPORT - AUGUST 2014**

General Manager Roy Bumgarner discussed the August 2014 Financials which were prepared by Hawaiiana Management Company. By general consensus, the report was approved subject to audit.

## **VI. MANAGEMENT EXECUTIVE REPORT**

Management Executive, John Bouchie provides a written Management Summary Report to the Board. Any actions or motions as a result of this report will appear under New Business or Unfinished Business.

## **VII. GENERAL MANAGER'S REPORT**

General Manager, Roy Bumgarner presented a written and verbal report to the Board. Any actions or motions as a result of this report will appear under New Business or Unfinished Business.

## **VIII. UNFINISHED BUSINESS**

- Status of survey by General Manager Bumgarner in next newsletter asking if unit owners would be interested in renting a locked space in a surf board rack on the property. Status of research of a nearby building to check the rental cost at this building and use this number as the cost in the survey – General Manager Bumgarner reported that only 2 unit owners responded they would be interested in renting a space in a surf board rack. Based on this result of the survey, the Board tabled this matter indefinitely.
- Status of consulting work by Trinity/ERD for a shared bathroom shaft fire safing design and construction, bid coordination and bid conference with the Board at a cost of \$12,980 – The project manual was submitted for Board review and approval. It was tabled until the next meeting when Jennifer Stephan from Trinity/ERD will attend to give an overall review and answer questions from the Board.
- Status of carpet selection for common area carpet – The samples were unavailable. This was tabled until the next meeting.
- General Manager Bumgarner provided status on the LED retrofit – a detailed report was given and the project was noted to be in progress.
- Status of the roof repair project with Commercial Roofing and Waterproofing Hawaii, Inc. – a verbal report was given by General Manager Bumgarner. Jennifer from Trinity/ERD will attend the November 2014 Board Meeting to provide an update on this project which should be at the half-way point of completion at that time.
- Status of inquiry from General Manager written confirmation from architect regarding the proper installation of a lanai awning on the townhouse units – It was reported that a written report was received from the architect hired by the AOA that the installation of the awning as described would be acceptable structurally and within safety measures. This matter was tabled until the next meeting.
- Status of survey of unit owners in the Tower to see if there were enough interested owners to pursue the project of window replacement at a cost of \$10,600 per window and at sixteen or more windows at a reduced cost of \$8900 per window. – Management Executive Bouchie will inquire with Jennifer Stephan from Trinity/ERD to find out what glass vendors were asked and who replied to the request for proposal for the manufacturing and installation of the glass.

## **IX. NEW BUSINESS**

- HBM proposal for installation of Armstrong Chiller Plant – The Board discussed the proposal and asked that any rebate from Hawaii Energy for any aspects of this project. This matter was tabled until the next meeting.
- The Board unanimously approved the following addition to the House Rules in the residential remodeling and upgrade section, provision 3:

*3. Renovation activities generating noise heard outside the apartment will be limited to the hours of 8:00 AM to 5:00 PM. While each apartment owner is entitled to do renovation work inside their apartment within the parameter of these guidelines, one must remember this is a residential building. The contractor is required as part of these guidelines, to notify all surrounding apartment owners that renovation work generating noise inside the apartment will be done. This notification must include the start date, days and hours work will be done, anticipated completion date, and a contact number for the general contractor of the work.*

Notification of the house rule addition will be sent to unit owners by Hawaiiana Management.

- Units 3004 and 1905 requested that additional residential bike racks be installed at the building. General Manager Bumgarner was asked to investigate where additional racks would be installed appropriately and report back to the Board.
- Unit 1216 requested that a security camera be installed at the entrance of the Townhouse mechanical room to monitor contractors entering the room. No action was taken by the Board regarding this request.
- Unit 1905 requested that an additional garage remote be provided to them. The Board unanimously denied this request. The current policy is one garage remote for each deeded parking space and one remote for motorcycle/moped use.

## **X. EXECUTIVE SESSION**

No Executive Session was held.

## **XI. DATE, TIME, AND PLACE OF NEXT BOARD MEETING**

The next Board of Directors meeting was scheduled for Wednesday, November 5, 2014 at 5:00 p.m. in the clubhouse on the pool deck.

## **XII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:00 p.m.