

**IMPERIAL PLAZA
WEDNESDAY, SEPTEMBER 11, 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. President Nunies announced that Mike Kuhl has resigned from the Board.

II. ESTABLISH A QUORUM

Members Present: President, Bernard Nunies
 Director, Edwin Johnson
 Director, Steven White
 Director, Garrett Grace
 Director, William Kikuta
 Director, Thomas Haley

Excused: Secretary, Rod Shapiro
 Vice President, Randy King

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

Unit Owners Present: Pam and John Wood #3002
 Paula Tadaki #2603
 Isaac and Connie Smyth #2202
 Kathy Dean #1701
 Lawrence Chun #1104

III. HOMEOWNER'S FORUM

A short homeowner's forum was conducted. Any actions or motions resulting from this forum will appear under New Business or Unfinished Business.

**IV. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF
AUGUST 6, 2014**

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

V. TREASURER'S REPORT - JULY 2014

General Manager Roy Bumgarner discussed the July 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. Mr. Bouchie also reported to the Board that the approved 2015 Operating and Reserve Budget will be mailed to all unit owners shortly.

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

- Proposals for 2014 Audit – The Board reviewed three proposals for audit services for 2014 as required by law. The Board unanimously approved to continue with George Lam, CPA at a cost of \$4200 for 2014 and 2015. The cost was a reduction from his cost of \$4700 for the 2013 audit.
- 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 poll – Reported to be postponed and the survey will be in the next association newsletter.
- Ratification approval of the revised contract with 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 Board unanimously ratified this approval from a previous email vote. Management Executive Bouchie will ask Trinity/ERD when this is expected to begin.
- Status of Committee researching the appropriate carpet selection for common area carpet in the building and to make a recommendation to the Board – General Manager Bumgarner showed the Board the recommendations from the Building Committee. The Board will consider these recommendations and report back to the General Manager.
- General Manager Bumgarner provided status on the LED retrofit – reported to be in progress.
- Status of the roof repair project with Commercial Roofing and Waterproofing Hawaii, Inc. – The project is expected to start on September 29, 2014 and should be completed around December 21, 2014 weather permitting. Management Executive asked General Manager Bumgarner to invite a representative from Trinity/ERD to 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. The Board asked General Manager Bumgarner to inquire from the consultant, the action date of completion per contract and what the penalty is for not meeting this timeline (minus rain dates).
- Status of inquiry from General Manager to consult with an architect for the property to comment on the proper installation of a lanai awning on the

townhouse units – General Manager Bumgarner received verbal approval from the architect that this installation can be done safely. Written confirmation is pending.

- Status of investigation by Trinity/ERD for window replacement with ventilation – The Board reviewed communication from Trinity/ERD regarding the cost of each window at \$10,600 and sixteen or more windows at a reduced cost of \$8900. The Board directed General Manager Bumgarner to survey unit owners in the Tower to see if there were enough interested owners to pursue this project.

IX. NEW BUSINESS

- General Manager Bumgarner discussed the installation of Armstrong Chiller Plant system that would help regulate the chillers and pumps to maximize the conservation of electric usage. Several Directors and Management Executive Bouchie will meet with HBM to discuss and learn more about this project.
- The Board unanimously appointed unit owner Paula Tadaki of #2603 to fill the vacant at-large director vacancy on the Board. The appointment will expire at the 2015 Annual Meeting.

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, October 8, 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 6:20 p.m.