

**IMPERIAL PLAZA
WEDNESDAY, NOVEMBER 6, 2019
BOARD OF DIRECTORS MEETING
MINUTES**

I. CALL TO ORDER

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

II. ESTABLISH A QUORUM

Members Present: President, Randy King
 Vice President, Michael Loke
 Director, Paula Tadaki
 Director, Kathy Dean
 Director, Gerald Chun

Excused: Treasurer, Mike Kuhl
 Director, William Kikuta

By Invitation: John Bouchie, from Hawaiiana Management Company
 Giovanni Wozniak, Building Operations Manager
 Tina Yuen, Building Administrator

III. HOMEOWNER'S FORUM

A homeowner's forum was conducted

IV. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF OCTOBER 7, 2019 AND EXECUTIVE SESSION MINUTES OF OCTOBER 7, 2019

The minutes of the above noted meetings were approved as written

V. REVIEW & APPROVAL OF SEPTEMBER 2019 FINANCIAL REPORT

The financial reports were approved subject to audit.

VI. GENERAL MANAGER'S REPORT

Giovanni Wozniak, Building Operations Manager provided a written Report to the Board. Any actions or motions as a result of this report will appear under New Business or Unfinished Business.

VII. UNFINISHED BUSINESS

- Status report – Roof leak project investigation Trinity/ERD – in progress. The Board unanimously approved a proposal from Trinity/ERD to investigate the a leak in unit 1214. Trinity/ERD cost is \$2500. Repair cost by Butcher Glass is \$350.00 per hour (estimate of 2 hours)
- Status of replacement of the Cooling Tower and the Air Handler – contracts signed. Work will be in early February 2020. A/C will be off for up to 12 hours. Notices to be sent to unit owners within the next week

- Status of building spalling, exterior painting, and window sealant – in progress
- Status of modernization of elevators and elevator issues – in progress
- Additional solar panels on the recreation deck from Apparent - AOA Attorney is reviewing this contract
- Building and Grounds Committee – report by Director Tadaki. The Board unanimously approved a proposal from DHT Engineering to investigate the feasibility of installing a gas line(s) on the recreation deck for the barbeque grill. Cost is \$4000
- Status of obtaining an energy audit from Hawaii Energy – scheduled for 11-7-19
- Status of installation of the split A/C unit in the clubhouse on the pool deck – completed
- Status of search for Operations Manager – in progress

I. NEW BUSINESS

- Annual Meeting date – set for February 13, 2020 at Hawaiiana Management Company
- High Risk Inspections – The Board will be gathering information and 3rd party preventative maintenance investigations of components within apartments to reduce losses due to insurance claims.

II. DATE, TIME, AND PLACE OF NEXT BOARD MEETING

The next board meeting was scheduled for Thursday, January 9, 2020 at 5:00 PM in the clubhouse on the pool deck.

III. EXECUTIVE SESSION

Personnel and legal matters were discuss.

IV. ADJOURNMENT

The meeting was adjourned at 7:35 p.m.