

**IMPERIAL PLAZA  
WEDNESDAY, MAY 3, 2017  
BOARD OF DIRECTORS MEETING  
MINUTES**

**I. CALL TO ORDER**

President Bernard Nunies called the Imperial Plaza Board of Directors meeting to order at 5:01 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, Bernard Nunies  
                                  Secretary, Garrett Grace  
                                  Treasurer, Mike Kuhl  
                                  Director, William Kikuta  
                                  Director, Paula Tadaki

Excused:                    Vice President, Randy King  
                                  Director, Robert Iopa  
                                  Director, Thomas Haley

By Invitation:             Thomas Anderson, General Manager  
                                  John Bouchie, Management Executive, Hawaiiana Management  
                                  Peter Aiello, Manager Trinity/ERD  
                                  Jacqueline M Phillips, Trinity/ERD

Unit Owners present:     1701 Katherine Dean

**III. HOMEOWNER'S FORUM**

A short homeowner's forum was conducted. Any actions or motions as a result of this forum will appear under New Business or Unfinished Business.

**IV. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF APRIL 5, 2017**

The minutes of the above noted meeting were approved as written.

**V. REVIEW & APPROVAL OF MARCH 2017 FINANCIAL REPORTS**

By general consensus, the reports were 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**

Thomas Anderson, General Manager presented a written 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**

- Proposal to remodel recreation deck restrooms – Discussed. The General Manager will give a deadline to the volunteer undertaking the design of two weeks to present him a proposal. If deadline is not met, the General Manager will take over this project.
- Status of the replacement of the high zone heat pump by Honeywell – Will be shipped 5-19-17. Estimated time of completion is mid July 2017.
- Trinity/ERD consulting work regarding building spalling, exterior painting, and window sealant – Representatives of Trinity/ERD presented cost estimates to the Board and discussed with the Board. Cost estimates were from \$2.3M to \$3.4M. The Board unanimously approved to ask Trinity/ERD to prepare bid documents.
- Elevator Consulting Company (ECS) questions to Board – The Board reviewed and answered elevator modernization questions. General Manager Anderson will forward the replies to ECS.
- Update on Stand Pipe Repair by Porter Construction – Reported to be in progress.
- Window Sealant leaks – Discussed by the Board. No actions or motions resulted from this discussion.
- Status of billing and reporting from Apparent and status of proposal for additional solar panels on the recreation deck – Reported by Director Grace (now an employee of the vendor) that billing and reporting will be sent to the AOA within the next few days.

#### **IX. NEW BUSINESS**

- Proposal for reserve study by Armstrong Consulting – The Board unanimously approved a proposal from Armstrong Consulting to conduct a level 1 reserve study. Total cost is \$6000 plus tax.
- Proposals for engineering fee for replacement of Cooling Tower & Tower Air Handler – The Board reviewed three proposals. The Board unanimously approved a proposal from Quality Mechanical Design, LLC. \$18,924 for the Cooling Tower and \$60,594 for the Cooling Tower. General Manager will seek a lower cost from vendor since the Board awarded them both contracts.
- The Board unanimously approved a proposal from Blue Hawaii to install 3 Penair Intelliflo VS-SVRS pumps on the pool and install 3 bolt GE CFCI breakers. Total cost \$7015.70 (possible rebate of \$2025)

#### **X. EXECUTIVE SESSION**

The Board entered Executive Session at 6:45 p.m. to discuss legal matters.

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

The next meeting of the Board of Directors was scheduled for Wednesday, June 7, 2017 at 5:00 p.m. in the clubhouse on the pool deck.

#### **XII. ADJOURNMENT**

There being no further business the meeting was adjourned at 6:55 p.m.