

**IMPERIAL PLAZA
WEDNESDAY, OCTOBER 7, 2020
BOARD OF DIRECTORS MEETING VIA ZOOM
MINUTES**

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 via ZOOM conference. John Bouchie, Management Executive was Recording Secretary.

ESTABLISH A QUORUM

Members Present: President, Randy King
 Vice President, Mike Kuhl
 Secretary, Kathy Dean
 Director, Ronald Tran
 Director, Rory Lee
 Director, Paula Tadaki
 Director, William Kikuta

By Invitation: John Bouchie, Management Executive, Hawaiiana Management
 Company
 Giovanni Wozniak, Resident Manager
 Tina Yuen, Building Administrator
 Adam Kenney, Building Operations Manager
 Shawn Moseley, Project Manager, Trinity/ERD
 Jessel Galiza, Project Manager, JPB Engineering

**APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF
SEPTEMBER 2, 2020**

The minutes were tabled until the next meeting

REVIEW & APPROVAL OF AUGUST 2020 FINANCIAL REPORT

After review, the financials were unanimously approved subject to audit.

GENERAL MANGER'S REPORT

Giovanni Wozniak, General 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.

UNFINISHED BUSINESS

- Status of Cooling Tower and Air Handler replacement - verbal and written update provided by General Manager Wozniak
- Building and Grounds report – no report
- Roof renovation – verbal report given by Shawn Moseley from Trinity/ERD
- The Board unanimously approved the following charge order and additional work related to the roof:
 - Change Order #1 is a total of \$58,588.00 and would be part of the loan (will come from contingency) as this work has to be done as part of the project
 - Cost Proposal 001.C – Gallery Anchors \$10,925.76 – This work is not part of the roof project, but with the knowledge that the Anchors need to be replaced due to code
 - Cost Proposal 001.D – Townhouse Anchors – \$18,428.00 - Lower Roof – the lower roof is not part of the roof project and we need to replace the Anchors to bring them to code – same concept as 001.C
- 2020 -2021 Insurance Renewal – The Board viewed two Master Policy insurance renewal quotes. The Board unanimously approved the renewal proposal from Insurance Associates in the amount of \$150,039
- High Risk Inspections – in progress
- Status of JPB Engineering & bids for Galleria Column Spall Repair – Jessel Galiza, Project Manager, JPB Engineering discussed the bids received from contractors and answered questions. The Board reviewed three bids for this project. The Board unanimously approved the proposal from Lindemann Brothers in the amount of \$55,206
- Status of work by Aloha Arbor Care to:
 - Remove round planter around 6 Shower Tree
 - Move edging stone, all Ferns to be salvaged as best as possible and replanted
 - Remove all soil and edging stones from planter
 - Remove turf to expand the planter space a minimum of 3 feet out from trunk
 - Expose root flare on all shower trees and inspect for rot
 - New planter space shall be planted at grade and re-use all edging stones and plant material
 - Green Waste Disposal - Green waste disposal will include Disposal of soils, sod and discarded plant parts – reported to be complete

NEW BUSINESS

None.

HOMEOWNER'S FORUM

A homeowner's forum was offered however, there were no unit owners still on the call. Unit owners did comment and ask questions during the course of the meeting on various agenda items.

DATE, TIME, AND PLACE OF NEXT BOARD MEETING

The next Board of Directors meetings were scheduled for November 4, 2020 and December 2, 2020 at 5:00 PM via Zoom.

EXECUTIVE SESSION

The Board unanimously voted to enter into executive session at 7:20 PM.

ADJOURNMENT

After executive session, the meeting was adjourned at 7:33 PM.