

**IMPERIAL PLAZA  
WEDNESDAY, SEPTEMBER 2, 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 (joined meeting at 5:10 PM)

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

**HOMEOWNER'S FORUM**

A homeowner's forum was offered however, there were no questions or comments to the Board or Management.

**APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF JULY 1, 2020 & AUGUST 6, 2020**

Both sets of minutes had minor correction. The minutes were then unanimously approved by the Board.

**REVIEW & APPROVAL OF JULY 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. Coordination with Cooling tower and consultant and Roofing contractor and consultant needed as both projects will overlay.
- Building and Grounds report – Verbal report given by Director Tadaki. The Board unanimously approved a proposal from Pac Pacific to install a gas line for 4 grills in the amount of \$29,454.45. General Manager will check to see if tax is included and will attempt negotiation of proposal to \$28,000 including tax.
- Roof renovation – verbal report given by Shawn Moseley from Trinity/ERD

- 2021 Operating and Reserve Budget – The Board approved the budget with a 3% increase in fees starting in January 2021. This amount does not include the 10 year roof renovation loan which starts in September 2020.
- 2020 Insurance Renewal – renewal quotes pending.
- High Risk Inspections – discussed. Management will contact unit owners to schedule remaining units.
- Status of JPB Engineering work regarding Galleria Column Spall Repair – pending proposals from consultant.
- Status of work by Aloha Arbor Care to:  
Remove round planter around 6 Shower Trees. 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.
- Solar panel committee - moved to Executive Session.

#### **NEW BUSINESS**

- Correspondence from 3802 – The Board reviewed this correspondence. Management Executive Bouchie responded to the unit owner on behalf of the board.
- Correspondence from 613 - The Board reviewed this correspondence. Management Executive Bouchie responded to the unit owner on behalf of the board.

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

The next board meeting was scheduled for October 7, 2020 at 5 pm via ZOOM conference call.

#### **EXECUTIVE SESSION**

At 7:00 PM the Board voted unanimously to enter into Executive Session to discuss contract issues and delinquency issues .

#### **ADJOURNMENT**

The meeting was adjourned at 7:16 PM.