

**IMPERIAL PLAZA
WEDNESDAY, AUGUST 6, 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 5:05 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

Excused: Director, William Kikuta

By Invitation: John Bouchie, from Hawaiiiana Management Company
 Giovanni Wozniak, Resident Manager
 Tina Yuen, Building Administrator
 Adam Kenney, Building Operations Manager

HOMEOWNER'S FORUM

A homeowner's forum was offered by the Board however, there were no question or comment from unit owners present

APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF JULY 1, 2020

The minutes were tabled until the next meeting.

REVIEW & APPROVAL OF JUNE 2020 FINANCIAL REPORT

Following review, the above noted financial reports 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 – Start date unknown at this time. Waiting on heavy-lift helicopter to be delivered on-island from Canada. Possibly be delivered within 60 days.
- Committee: Building and Grounds report – installation of gas line to pool deck for grill use was tabled until after budget meeting. A motion was made to remove the remaining charcoal grill on the pool deck due to possible safety concerns. All directors present with the exception of Director Dean who opposed, voted in favor.
- Roof renovation loan – Projected start date is October 2020. 430 pieces of glass has been ordered.

- 2021 Operating and Reserve Budget – A budget meeting was scheduled for Friday, August 14, 2020 at 4 PM at Hawaiiana Management Company.
- 2020 Insurance Renewal – Renewal date is October 15, 2020. Anticipate bids from two insurance agents.
- High Risk Inspections – 46 units completed. Project has slowed due to pandemic.
- Status of JPB Engineering work regarding Galleria Column Spall Repair – project will be placed out to bid next week.

NEW BUSINESS

- Service Air Proposal – Heat Exchanger replacement – The Board unanimously approved this proposal at a cost of \$16,558 plus tax and air freight.
- The Board reviewed a proposal from 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 spoils, sod and discarded plant parts

Total cost: \$3,848.17 including tax.

A motion was made to accept this proposal. Motion passed unanimously.

- Glass assembly proposal - The board approved a change in the Glass Assembly as described in a memo from Trinity/ERD date July 15, 2020. This is needed to achieve warranty and installation requirements in the project documents for the roof renovation project
- The Board reviewed a proposal from Anytime Fitness for membership. No action taken.
- Bulky Item Pickup – A motion was made to change the house rules as follow:
 8. Large, bulky items may not be thrown away in any trash bin, nor left in any common area. Scheduling of bulk pick-ups are scheduled by management; informational flyers will be posted prior.

Change it to read:

8. Large, bulky items may not be thrown away in any trash bin, left in any common area, nor left at the building's curbside. The Imperial Plaza does not participate in the City and County's bulky item pickup. Instead, annually a dumpster will be provided for residents to dispose of their large, bulky items. Informational flyers will be posted by management notifying residents of the dates the dumpster will be on site.

Motion passed unanimously.

- Communication from unit owner of 603 – The Board reviewed the correspondence as concluded as stated in the March 4, 2020 Board meeting that this is an insurance matter and needs to be addressed to Atlas Insurance (Building insurance agent), and the unit owners agent for their H06 Homeowner's policy. The Board asked Management Executive to communicate this to the unit owner.
- Communication from unit owner of 3101 – The unit owner suggested that the 2017 loan payments be segregated from maintenance fees or at least footnoted. The Board will discuss during budget process for 2021.
- President King appointed a solar panel committee consisting of Kathy Dean, Paula Tadaki, and himself. This committee will work with Apparent and the AOAO Attorney to help resolve the issues. The committee will report back to the Board with recommendations.

DATE, TIME, AND PLACE OF NEXT BOARD MEETING

The next board meeting was scheduled for September 2, 2020 at 5 pm via ZOOM conference call.

EXECUTIVE SESSION

At 7:10 PM the Board voted unanimously to enter into Executive Session to discuss contract issues.

ADJOURNMENT

The meeting was adjourned at 7:33 PM.