

**IMPERIAL PLAZA
WEDNESDAY JUNE 5, 2019
BOARD OF DIRECTORS MEETING
MINUTES**

I. CALL TO ORDER

President, Randy King called the Imperial Plaza Board of Directors meeting to order at 4:45 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
 Treasurer, Mike Kuhl
 Director, William Kikuta
 Director, Paula Tadaki
 Director, Kathy Dean
 Director, Gerald Chun

Excused: Vice President, Michael Loke

By Invitation: John Bouchie, from Hawaiiiana Management Company
 Tom Anderson, General Manager
 Giovanni Wozniak, Building Operations Manager
 Tina Yuen, Building Administrator
 Shawn Moseley, Project Manager – Trinity/ERD

III. HOMEOWNER'S FORUM

A 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 3, 2019

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

V. REVIEW & APPROVAL OF MARCH 2019 AND APRIL 2019 FINANCIAL REPORTS

The financial reports were approved subject to audit. The Board discussed a written plan to move various reserve items to future years when creating the 2020 Reserve Budget.

VI. GENERAL MANAGER'S REPORT

General Manager Tom Anderson 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

- Trinity/ERD presentation of report on roof leaks – Shawn Moseley, Project Manager – Trinity/ERD presented a comprehensive written and verbal report. The Board unanimously approved the following two proposals:

- A proposal for temporary repair at a cost of \$350 per hour not to exceed 100 hours. At 80 hours, Trinity/ERD will notify Management that the contractor has reached the 80 hours and give an estimate of additional hours needed. Board will then review and vote on these additional estimated hours over 100 hours. Trinity/ERD to create this proposal in writing to Management for signature by the Board President.
- A proposal for work tasks by Trinity/ERD to provide for deconstructive investigation of one sloped glazing window assembly to determine the window components for development of a Scope of Repair and support in sourcing new materials for future window assembly design and maintenance. Trinity Cost \$24,500. Cost of glazing contractor \$46,800.
- Status of replacement of the Cooling Tower and the Air Handler – The Bergman Project Group has been hired to assist in the design and implementation of this project.
- Status of building spalling, exterior painting, and window sealant – The Board unanimously approved to paint the walls in the Galeria to include the adjoining hallways. Cost is \$63,875. The Board also approved to paint 30” of pipe rail section in the parking garage. Previously painted five doors (exterior faces of door and frame only) at ground level. Cost is \$1850.
- Status of modernization of elevators and elevator issues – Verbal update given by General Manager.
- Additional solar panels on the recreation deck from Apparent – The Board asked for a copy of the contract for their review.
- Building and Grounds Committee – Verbal report given by Director, Paula Tadaki. The Board unanimously approved a proposal for a Master Design Plan by Collective Land Design at a cost of \$13,455 plus an allowance for reimbursable expenses of \$1500.
- Power Wash Garage – The Board unanimously approved a proposal from Enviro Solutions Hawaii to power wash the garage at a cost of \$24,392 including tax. This proposal was approved contingent to clarification in writing that the stairwells are included.

VIII. NEW BUSINESS

None.

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

The next board meeting was scheduled for Tuesday, July 9, 2019 at 5 PM in the clubhouse on the pool deck.

X. EXECUTIVE SESSION

None.

XI. ADJOURNMENT

The meeting was adjourned at 8:10 p.m.