

MINUTES OF THE BOARD OF DIRECTORS' MEETING
HARBOUR RIDGE
TUESDAY, JANUARY 10, 2023
ZOOM CONFERENCE

CALL TO ORDER

There being a quorum, President Youn called to order the regularly scheduled meeting of the Board of Directors of Harbour Ridge at 6:30 p.m. and Management Executive Hieda was Recording Secretary.

ESTABLISH A QUORUM

A quorum was established.

Members Present: President – Mike Youn
 Vice President – Gary Okada
 Secretary - Bette Matthews
 Treasurer - Thomas Maadie
 Directors – Russell Hatada, Janet Dayoan, and June Ann Lee

Members Absent: Director - Marc Nakasuji and Jason Barayuga

Invited Guests: Kim Hieda, Management Executive, Hawaiiiana Management
 Tim Nishida, Site Management Consultant

OWNERS FORUM

#1518 Blayne Uto

APPROVAL OF MINUTES

November 15, 2022 Meeting Minutes – Secretary Matthews moved to approve the Minutes subject to corrections and Treasurer Maadie seconded. The motion was unanimously approved.

TREASURER'S REPORT

September 2022 and November 2022 Financial Statements –Treasurer Maadie moved to approve the Financial Statements subject to Audit and Director Lee seconded. The motion was unanimously approved.

SITE MANAGER'S REPORT

SM Nishida submitted a report and provided a verbal re-cap. The report will be held on file at the Managing Agent's Office.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. 2022-2023 Reserve Capital Improvements:
 - a. Fire System Pulls, Alarms, Strobes, Smoke Detector – Site Management to work with Douglas Engineering and obtain bids.
 - b. AC Insulation “C” (3 per stack) – Tabled as needed.
 - c. Fire System Panel – Site Management to work with Douglas Engineering and obtain bids.
 - d. Door at Trash Compactor Room – Tabled as needed.
 - e. Pool Area Deck Repairs/Coating – To be done by in-house maintenance staff.
 - f. Resurface Kids Pool – To be done by in-house maintenance staff.

2. Bond for Covered Parking Waterproofing Project – President Youn moved to ratify the Board’s email approval to include a performance bond at 2% cost of the contract and Director Lee seconded. All votes were in favor except and 1 abstained vote by Secretary Matthews. Motion was approved.

3. #1518 and #1520 Request for Plumbing Reimbursement – Tabled pending owner providing a legible invoice copy.

4. Remove Coconut Tree – Secretary Matthews moved to approve SM’s Nishida’s recommendations to remove the tree to prevent damage to property and residents. Director Lee seconded. The motion was unanimously approved.

DATE, TIME, AND PLACE OF NEXT MEETING

The next meeting will be held on February 14, 2023 at 6:30 p.m. via Zoom Conference.

ADJOURNMENT

There being no further business, President Mike Youn adjourned the regular meeting at 8:25 p.m.

Submitted by:

Kimberly Hieda,
Recording Secretary

Approved on: February 14, 2023