

MINUTES OF THE BOARD OF DIRECTORS' MEETING  
HARBOUR RIDGE  
TUESDAY, MARCH 14, 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 6:31 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  
                                          Directors –June Ann Lee, Russell Hatada, and Janet Dayoan

Members Absent:                   Secretary - Bette Matthews  
                                          Treasurer - Thomas Maadie  
                                          Director - Marc Nakasuji and Jason Barayuga

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

**APPROVAL OF MINUTES**

February 14, 2023 Meeting Minutes – Deferred to next meeting pending review by Secretary Matthews.

**TREASURER'S REPORT**

December 2022 and January 2023 Financial Statements – Deferred to next meeting pending clarification with Douglas Engineering on bid comparison sheet.

**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**

1. 2022-2023 Reserve Capital Improvements:
  - a. Fire Systems Pulls, Alarms, Strobes, Smoke Detector, Fire System Panel – Deferred to next meeting pending bids from Douglas Engineering.

**NEW BUSINESS**

1. Meeting Cancellation Process for Board – VP Okada moved to have the Board informed the Thursday prior to the scheduled meeting if cancelled and Director Lee seconded. The motion was unanimously approved.

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

The next meeting is tentatively scheduled for April 11, 2023 at 6:30 p.m. via Zoom Conference.

**ADJOURNMENT**

There being no further business, President Mike Youn adjourned the meeting at 8:12 p.m.

Submitted by:

Kimberly Hieda,  
Recording Secretary

Approved on: April 11, 2023