

MINUTES OF THE BOARD OF DIRECTORS MEETING
HARBOUR RIDGE
May 14, 2024
ZOOM CONFERENCE

CALL TO ORDER

There being a quorum, President Okada called to order the Regular Board of Directors Meeting of Harbour Ridge at 6:01 p.m.

ESTABLISH A QUORUM

A quorum was established.

Members Present: President – Gary Okada
Secretary - Bette Matthews
Treasurer - Thomas Maadie
Directors – Janet Dayoan and June Ann Lee

Members Absent: Vice President – Mike Youn
Director: Jason Barayuga, Russell Hatada, and Marc Nakasuji

Invited Guests: Kim Hieda, Management Executive, Hawaiiana Management
Tim Nishida, Site Management Consultant
Nathan Lee and Jared Okumura, Innovative Elevator Consultants

OWNERS FORUM - None

APPROVAL OF MINUTES

Secretary Matthews moved to accept the April 9, 2024 Meeting Minutes as submitted. The motion was unanimously approved.

TREASURER'S REPORT – Treasurer Thomas moved to approve the March 2024 financial statement subject to audit. The motion was unanimously approved.

SITE MANAGER'S REPORT

SM Nishida provided a written and verbal report. A copy will be kept on file at the Management's Office.

UNFINISHED BUSINESS

A. Level 1 Reserve Study – Pending draft from Vertical Hawaii.

NEW BUSINESS

- A. Vent Duct Cleaning – Director Lee moved to approve Cunningham's proposal a cost of \$27,370.24. The motion was unanimously approved.
- B. Status of Gustafson Contract – Confirmed with SM Tim all items were received from Becky Gustafson.
- C. Status of Executive One Protection Contract – SM Tim confirmed new company C4 Management is on board and everything going well as of May 12 the last day for Executive One Protection's services.
- D. #1411 Horita Realty – President Okada moved to approve the rental agreement. All votes were in favor with one abstained vote from Director Lee. The motion was approved.

DATE, TIME, AND PLACE OF NEXT MEETING

The next meeting is on 5/30 (Budget) at 5 p.m. via Zoom. The regular 2024 meetings will be held 6/12, 7/9, 8/13, 9/10, Annual Meeting 10/8, 11/12, 12/10 held at 6 p.m. via Zoom Conference. Schedule is subject to change.

ADJOURNMENT

There being no further business, President Okada adjourned the meeting at 7:24 p.m. and entered into Executive Session to discuss delinquency matters.

RECONVENED

The Board adjourned from Executive Session at 7:52 p.m. and entered into Regular session.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:53 p.m.

Submitted by:

Kim Hieda
Recording Secretary

Approved on:

DRAFT