

MINUTES OF THE BOARD OF DIRECTORS MEETING
HARBOUR RIDGE
TUESDAY, JUNE 13, 2023
ZOOM CONFERENCE

CALL TO ORDER

There being a quorum, President Youn called to order the Regular Board of Directors Meeting of Harbour Ridge at 6:46 p.m.

ESTABLISH A QUORUM

A quorum was established.

Members Present: President – Mike Youn
Vice President – Gary Okada
Treasurer - Thomas Maadie
Directors – Janet Dayoan (left meeting at 7:50 p.m.), Bette Matthews, and June Ann Lee

Members Absent: Directors – Jason Barayuga, Russell Hatada, and Marc Nakasuji

Invited Guests: Kim Hieda, Management Executive, Hawaiiana Management
Tim Nishida, Site Management Consultant
Trevin Goda, Douglas Engineering

GUEST SPEAKER:

Trevin Goda of Douglas Engineering discussed the fire system proposals.

APPROVAL OF MINUTES

Secretary Matthews moved to accept the April 11, 2023 Meeting Minutes with corrections and Treasurer Maadie seconded. The motion was unanimously approved.

President Youn moved to accept the May 9, 2023 Meeting Minutes as submitted and VP Okada seconded. The motion was unanimously approved.

TREASURER'S REPORT

March 2023 and April 2023 financial reports were deferred to next meeting pending review by Treasurer Maadie.

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 System Pulls, Alarms, Strobes, Smoke Detector, and Fire System Panel – Deferred to next meeting pending further review of proposals from Douglas Engineering.
2. TKE Elevator Door Replacement Proposal – The Board tabled this indefinitely.
3. #707 Insurance Claim Request – Director Lee moved to deny unit #707 insurance agent's request to assess the loss and deductible to unit #907 and instead have both insurance carriers handle it on their own. Secretary Matthews seconded. The motion was unanimously approved.

4. 2023-2024 Budget Review – VP Okada moved to approve the budget with a 7% increase and Director Dayoan seconded. The motion was unanimously approved.
5. Director Dayoan left the meeting at 7:50 p.m.

NEW BUSINESS

1. Elevator Equipment Assessment from Nathan Lee at Innovative Elevator Consultants – Secretary Matthews moved to approve option 1 at cost of \$4,050 plus tax and Director Lee seconded. The motion was unanimously approved.
2. Executive One Protection Contract – VP Okada moved to approve renewing the 1-year contract starting July 1, 2023 with a higher hourly rate and Secretary Matthews seconded. The motion was unanimously approved.
3. Central Pacific Specialty AIA Contract – Director Lee moved to approve obtaining an AIA Contract for the 2nd floor covered parking deck coating project and VP Okada seconded. The motion was unanimously approved.

EXECUTIVE SESSION

None.

DATE, TIME, AND PLACE OF NEXT MEETING

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

ADJOURNMENT

There being no further business, President Mike Youn adjourned the meeting at 8:29 p.m.

Submitted by:

Kim Hieda
Recording Secretary

Approved on: