

MINUTES OF THE BOARD OF DIRECTORS MEETING
HARBOUR RIDGE
TUESDAY, SEPTEMBER 12, 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 6:30 p.m.

ESTABLISH A QUORUM

A quorum was established.

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

Members Absent: Directors – Jason Barayuga and Marc Nakasuji

Invited Guests: Kim Hieda, Management Executive, Hawaiiiana Management
 Tim Nishida, Site Management Consultant
 Nate Wilbur, Douglas Engineering

APPROVAL OF MINUTES

Secretary Matthews moved to accept the August 22, 2023 Meeting Minutes as submitted and VP Okada seconded. The motion was unanimously approved.

TREASURER'S REPORT

None

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

- A. 2022-2023 Reserve Capital Improvements:
- a. Fire System Pulls, Alarms, Strobes, Smoke Detector, and Fire System Panel – Deferred until hearing from Nate at Douglas Engineering the cost of the Edward's brand fire alarm price increase.
- B. Spall Repair Proposals for Waikiki Facing Sheer Wall (Bubble) – VP Okada moved to approve Raymond's Painting proposal a cost of \$6,480 and estimated spall price \$925. Director Lee seconded. The motion was unanimously approved.
- C. Level 1 Reserve Study Proposal – Board deferred this to next meeting pending bids from Vertical Hawaii and Laulima.

NEW BUSINESS

- A. 2023-2024 Capital Projects:
- a. Door at Stairwells and Trash Rooms – Deferred as needed.
 - b. AC Insulation "C" (3 per stack) – SM Tim informed stack #9 will need to be replaced.
 - c. Sealcoat Main Parking Lot and Entry – SM Tim to obtain proposals.

- d. Valves Hot & Cold (2nd Floor) – Deferred to July per Site Manager Tim.
- e. Doors at Trash Compactor Room -Deferred as needed.
- f. Wet/Dry Standpipe (5-Year Test) – SM Tim informed the test will be conducted this year.
- g. Pool Area Deck Repair/Coating – SM Tim informed the project is on-going and done in-house.
- h. Resurface Kid's Pool – SM Tim informed the project will start this year.

B. Pool Signage Rules – ME Hieda provided confirmation from the Attorney that the pool rules were allowed.

DATE, TIME, AND PLACE OF NEXT MEETING

The next meeting is the Annual meeting scheduled for October 10, 2023 at 6:30 p.m. in the on-site recreation room.

ADJOURNMENT

There being no further business, President Mike Youn adjourned the meeting at 7:46 p.m.

Submitted by:

Kim Hieda
Recording Secretary

Approved on:

