

MINUTES OF THE BOARD OF DIRECTORS MEETING
HARBOUR RIDGE
APRIL 9, 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 6:03 p.m.

ESTABLISH A QUORUM

A quorum was established.

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

Members Absent: Director: Jason Barayuga

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 March 27, 2024 Meeting Minutes subject to corrections. The motion was unanimously approved.

TREASURER'S REPORT - None

SITE MANAGER'S REPORT

SM Nishida provided a verbal re-cap from incidents that occurred since March 27, 2024.

UNFINISHED BUSINESS

- A. Innovative Elevator Consulting – President Okada moved to approve the elevator consulting and project management services proposal at \$40K plus tax. The motion was unanimously approved.
- B. E-Bike and E-Scooter Letter – The Board reviewed the letter and obtained Attorney Opinion and will consider making changes to the House Rules in the future.
- C. Letter to Gustafson Real Estate – Treasurer Maadie moved to approve the termination letter as ME Hieda submitted for unit #1411. The motion was unanimously approved.

NEW BUSINESS

- A. After Hours Security/Site Management Proposal – Director Nakasuji moved to approve C4 Management's proposal for security and after-hours management. The motion was unanimously approved.

- A. Level 1 Reserve Study – ME Hieda to follow-up with Vertical Hawaii on status of draft.
- B. #1411 Washer/Dryer Replacement – Director Lee moved to replace the 27” washer/dryer at an approximate cost of \$1,200. The motion was unanimously approved.
- C. Executive One Protection Termination – Director Nakasuji moved to approve terminating security services with EOP effective immediately. The motion was unanimously approved.
- D. Security and After Hours Service – Director Nakasuji moved to approve the proposal with C4 Management pending the current security guard company to end it's contract. The motion was unanimously approved.

DATE, TIME, AND PLACE OF NEXT MEETING

The 2024 meetings are 5/14, 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 7:59 p.m. and entered into Executive Session to discuss delinquency matters.

RECONVENED

The Board adjourned from Executive Session at 8:27 p.m. and entered into Regular session.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:27 p.m.

Submitted by:

Kim Hieda
Recording Secretary

Approved on: