

AOAO WAIKIKI LANAIS

MINUTES of the

Regular Board of Directors Meeting

APPROVED

DATE: Thursday, February 06, 2020

PLACE: On-site, Rooftop Recreation Deck

BOARD MEMBERS PRESENT:

President Vladimir Gurovich by Zoom video conference

VP Ainslie Ports

Secretary Steve Chu by Zoom video conference

Treasurer Nancy Nagamine

Directors: Denise Boisvert, Kerry Kassover and Patti Nakatani

Directors: Esther Cinco and Madeline Yanov by Zoom video conference

BY INVITATION:

John Brewer, CMCA®, AMS®, Property Manager, Touchstone Properties, Ltd.

Christopher Jakubowski, Resident Manager

CALL TO ORDER: Noting the presence of a quorum, VP Ports called the meeting to order at 5:52 p.m. The Board of Directors unanimously approved to adjourn the meeting and convene in Executive Session.
Executive Session was adjourned at 6:22 p.m.
VP Ports called the regular session of the meeting back to order at 6:30 p.m.

OWNERS: Owner sign-in sheet is attached to these minutes.

- I. **OWNER'S FORUM:** From 6:32 p.m. until 6:35 p.m. the Board of Directors heard comments and questions from owners in attendance.

Correspondence:

Unit No. 908: E-mails dated December 07 & 08, 2019 and January 21, 2020

Unit No. 1803: E-mail dated January 09, 2020

Unit No. 1203: E-mail dated January 12, 2020

II. **MINUTES:**

A. Regular Board of Directors Meeting Minutes: Secretary Chu moved to approve the minutes of the Regular Board of Directors meeting held on December 05, 2019 as circulated. The Board of Directors unanimously approved, motion adopted.

B. Minutes of the Executive Sessions: The minutes of the two (2) Executive Sessions held on December 05, 2019 were approved in the Executive Session of this meeting.

III. **FINANCIAL REPORTS:**

A. **Treasurer's Report:** Treasurer Nagamine gave a verbal report.

B. **Financial Statements:** Treasurer Nagamine moved to accept the financial statements for November and December 2019, subject to audit. The Board of Directors unanimously approved, motion adopted.

- C. **Stale Dated Check(s)**: There being no objection, the Board of Directors instructed PM Brewer not to re-issue check no. 919 dated June 14, 2019 to Permits Hawaii, LLC.

IV. **MANAGEMENT REPORTS:**

- A. **Resident Manager**: RM Jakubowski provided a written report and gave a verbal update. Western Pacific Mechanical & Plumbing Inc. 'Preventative Maintenance Report' dated January 27, 2020 was distributed to the Board members.
- B. **Property Manager**: PM Brewer gave a verbal report.
- C. **Committee Reports**:
- 1) **House Rules**: VP Ports gave a verbal update.
- 2) **Fence**: VP Ports moved to discharge the committee. The Board of Directors unanimously approved, motion adopted.
- 3) **Front Desk**: No report. The operations procedural outline submitted by President Gurovich was deferred. 'Registration Form' was added to 'New Business' under 'Owner information Form'.

V. **UNFINISHED BUSINESS:**

- A. **Entry Fobs, Distribution & Enforcement Policy**: VP Ports moved to table. The voting was as follows:
- President Gurovich: In favor
VP Ports: In favor
Secretary Chu: In favor
Treasurer Nagamine: Opposed
Director Boisvert: Opposed
Director Cinco: No response
Director Kassover: In favor
Director Nakatani: Opposed
Director Yanov: In favor
- Results: Five (5) in favor and three (3) opposed; motion adopted.
- B. **Leasehold Parking Stalls**: Deferred pending consultation and proposal(s).
- C. **City & County of Honolulu Resolution 18-157 & Ordinance 18-14: Relating to Fire Safety (Sprinkler retrofit in high-rises)**: Deferred pending the life and safety evaluation by Wiss, Janney, Elstner Associates. PM Brewer and RM Jakubowski gave verbal updates.
- D. **Individual Unit Plumbing Inspections**: The Board of Directors unanimously approved the estimate submitted by Pearl Flo Plumbing LLC dated November 29, 2019 for \$9,884.81 total, including tax. RM Jakubowski will co-ordinate the project with owners and residents.

VI. **NEW BUSINESS:**

- A. **Rooftop Fan Replacement**: The Board of Directors unanimously ratified the approval of Interstate Energy Savers quote no. MDS 9219-036 dated December 10, 2019 to replace fan no. 9 for \$11,694.00, plus tax.

- B. **Generator Maintenance Agreement:** Deferred. RM Jakubowski was instructed to request more proposals.
- C. **Assess Association's Deductible:**
- 1) **Claim No. 005-19-379664:** VP Ports moved to assess the Association's deductible to the affected units per HRS 514B-143 (d) (3). The Board of Directors unanimously approved, motion adopted.
- D. **HO-6 Policies:**
- 1) The Board of Directors unanimously approved the purchase of HO-6 policies for twelve (12) units that have not provided proof of coverage for \$240.00/policy from Hawaiian Insurance and Guaranty Company, Limited; and chargeback the cost to the units with a \$10.00 administrative fee.
- 2) The Board of Directors unanimously declined to purchase an HO-6 policy for unit no. 1804.
- E. **Trash Chute:** VP Ports moved to approve proposal no.'s 025-2020 and 026-2020 submitted by Chutes of Hawaii for preventative maintenance on the trash chute doors for \$400.00 and repairs for \$1,590.00. The Board of Directors unanimously approved, motion adopted.
- F. **VIP Towing:** The Board of Directors unanimously approved VIP Towing.
- G. **General Legal Counsel Billing:** Director Boisvert moved that the board will not authorize any additional funds for the AOA General Counsel to use at his discretion against the City and County of Honolulu's Ordinance 19-18. The motion was seconded and the voting as follows:
Pres. Gurovich: Opposed
VP Ports: Opposed
Secretary Chu: Opposed
Treasurer Nagamine: In favor
Director Boisvert: In favor
Director Cinco: Opposed
Director Kassover: Opposed
Director Nakatani: In favor
Director Yanov: Opposed
Results: Three (3) in favor and six (6) opposed; motion lost.
- H. **AOAO Complaint Against C & C of Honolulu Department of Planning & Permitting:**
Director Boisvert moved that the board will not authorize the law firm, Revere & Associates, to work on or charge the AOA for any more hours on the complaint against the City and County of Honolulu's Ordinance 19-18 effective immediately. The motion was seconded and the voting as follows:
Pres. Gurovich: Opposed
VP Ports: Opposed
Secretary Chu: Opposed
Treasurer Nagamine: In favor
Director Boisvert: In favor
Director Cinco: Opposed
Director Kassover: Opposed
Director Nakatani: In favor
Director Yanov: Opposed
Results: Three (3) in favor and six (6) opposed; motion lost.

- I. **Front Desk Operation:** Director Boisvert moved to stop the Front Desk operation as described and approved in a motion made on June 6, 2019 that has unnecessarily increased maintenance fees. The motion was seconded and the voting as follows:
Pres. Gurovich: Opposed
VP Ports: Opposed
Secretary Chu: Opposed
Treasurer Nagamine: In favor
Director Boisvert: In favor
Director Cinco: Opposed
Director Kassover: Opposed
Director Nakatani: In favor
Director Yanov: Opposed
Results: Three (3) in favor and six (6) opposed; motion lost.
- J. **Owner Information Form:** VP Ports moved to mail the form submitted by President Gurovich to all owners and include information regarding the individual unit plumbing inspection and entry fobs. The Board of Directors unanimously approved, motion adopted. RM Jakubowski will coordinate the mailing and informational enclosures.

VII. **EXECUTIVE SESSION(S):** The Board of Directors held Executive Session from 5:52 p.m. until 6:22 p.m. to discuss collection, legal and personnel issues.

VIII. **NEXT MEETING(S):**

Regular Board of Directors: Thursday, April 02, 2020.

Call to Order will be at 6:30 p.m. The meeting will be held on-site on the rooftop recreation deck. An Executive Session of the Board of Directors will precede the Regular Session of the meeting for personnel, legal and contractual issues at 5:30 p.m.

2020 Association Meeting: Monday, March 30, 2020.

Owner registration will begin at 6:30 p.m. and Call to Order at 7:00 p.m. The meeting will be held on-site on the rooftop recreation deck.

- IX. **ADJOURNMENT:** There being no further business, the Board of Directors unanimously approved to adjourn the meeting at 7:46 p.m.

Submitted,



Steve Chu, Secretary
AOAO Waikiki Lanais

Touchstone Properties, Ltd., AAMC®
Managing Agent for
AOAO Waikiki Lanais

OWNER SIGN-IN
for the
REGULAR MEETING of the BOARD OF DIRECTORS of
AOAO WAIKIKI LANAIS

FEBRUARY 06, 2020

<u>UNIT No.</u>	<u>NAME</u>
2102	Pete Scully
1703	DANNA BERG
1702	John Olson
1505	C + B WYCOTT
703	Armi
1805	GUILLERMO BUSTAMANTE
2007	ELLIS E SHANNA GARDNER
908	Kelly McDonald
1704	Michael Mann

AGENDAS & MEETING RULES ARE UNDER THIS SIGN IN SHEET