

**HOLOMUA BOARD OF DIRECTORS  
REGULARLY SCHEDULED MEETING  
DECEMBER 7, 2023, 7:00 pm  
ON-SITE 7<sup>TH</sup> FLOOR ACTIVITY ROOM**

**PRESENT**

President Ray-nelle Cobb  
Vice President Serge Krivatsy  
Treasurer Dennis Inouye  
Secretary Melissa Otaguro  
Director Linette Tam  
Director Nikko Nicholas

**EXCUSED**

Directors Blake Arita and Kevin Shimizu

**BY INVITATION**

SM Aaron Braithawaite, Integrated Facility Services  
Albert Cloutier, Hawaiiana Management Company, Ltd.

**CALL TO ORDER**

With a quorum established, President Ray-nelle Cobb called the Regular Meeting of the Board to order at 7:00 pm.

**APPROVAL OF MINUTES**

The Board unanimously approved the minutes of the Regular Meeting of September 12, 2023.

**PRESIDENT'S REPORT**

No report.

**TREASURER'S REPORT**

The Board accepted the financial statements for August - October 2023 subject to audit.

**SITE MANAGER'S REPORT**

The Board reviewed the SM's written report. A copy is on file in the SM office and the offices of Hawaiiana Management Company, Ltd.

**COMMITTEE REPORTS**

- 1) **Building & Grounds:** None.
- 2) **Rules & Regulations:** None.
- 3) **Communications:** None
- 4) **Design Review:** None.

**UNFINISHED BUSINESS**

- 1) **Roll-Up Gate:** SM to research possible ADA compliance concerns.
- 2) **Leak in Garage:** Motion by Inouye to approve a proposal from Menora Masonry to repair cracks in the parking garage floors at a cost of \$10,000 plus tax. Second by Otaguro. It was unanimously approved. SM to coordinate repairs with the vendor.
- 3) **Security Contract:** Motion by Inouye to ratify an increase of security guard coverage (addition of Sunday coverage) at an approximate cost of \$1,200 per month. This matter was voted on via email. Second by Tam. It was unanimously approved.
- 4) **Backflow Preventer:** The SM reported that a proposal is pending. The matter was deferred.

**NEW BUSINESS**

- 1) **2024 Annual Meeting:** The Board set the date of the Association Annual Meeting for Tuesday March 12 at 6:30 pm (Registration at 6:00 pm).

- 2) **IFSH Contract:** The Board reviewed a request for an annual increase in the Site Management Contract to \$7,035 per month, plus tax. Motion by Inouye to approve. Second by Nicholas. It was unanimously approved.
- 3) **City & County Violation:** The Board discussed a violation received from the City & County pertaining to standing excessive water in the unimproved/uninhabitable basement space. This violation was reported to City and County by an anonymous complainant. The SM reported that the in-house staff removed the water, he followed up with the inspector, and the violation has been dismissed. SM will investigate possible solutions to minimize or prevent the buildup.

**EXECUTIVE SESSION**

The Board went into Executive Session at 8:05 pm to discuss potentially litigious matters. Regular session reconvened at 8:26 pm.

**DATE, TIME, & PLACE OF NEXT MEETINGS**

The next Regular meetings of the Board will be as follows:  
Monday January 29, 2024, at 7:00 pm - 7<sup>th</sup> floor Activity Room.  
Tuesday March 12, 2024 at 7:00 pm 7<sup>th</sup> floor Activity Room.  
Tuesday April 30, 2024, at 7:00 pm - 7th floor Activity Room.  
Tuesday July 9, 2024, at 7:00 pm - 7th floor Activity Room.  
Tuesday September 10, 2024, at 7:00 pm - 7th floor Activity Room.  
Tuesday November 12, 2024, at 7:00 pm - 7th floor Activity Room.

**ADJOURNMENT**

There being no further business to discuss, President Cobb adjourned the meeting at 8:27 pm.

Submitted by,

Albert Cloutier CMCA®, AMS®, PCAM®  
Recording Secretary