

**HOLOMUA BOARD OF DIRECTORS
REGULARLY SCHEDULED MEETING**

**August 1, 2022 7:00 pm
Via Zoom Video-Conferencing**

PRESENT

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

ABSENT

BY INVITATION

Te Amo Lee, Integrated Facility Services
Albert Cloutier, Hawaiiana Management Company, Ltd.

ALSO PRESENT

Unit Owner # 904 (Shimizu) & 2404 (Arita)

CALL TO ORDER

With a quorum established, President Ray-nelle Cobb called the Regular Meeting of the Board to order at 7:05 pm.

OWNERS FORUM

No input from owners

APPROVAL OF MINUTES

The minutes of the Regular Board meeting of January 11, 2022 and the Association Annual Meeting of March 8, 2022 were unanimously approved.

PRESIDENT'S REPORT

No report.

TREASURER'S REPORT

The financial statements for December 2021 – June 2022 were accepted, subject to audit.

SITE MANAGER'S REPORT

SM Lee's written report was distributed to the Board prior to the meeting. 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:** The Board unanimously ratified the following design requests previously approved via email: Unit 2407 – Flooring, Unit 2211 – Carpeting, Unit 1004 – 1 AC, Unit 1702 – 2 ACs, Unit 1407 – Digital Door Lock

UNFINISHED BUSINESS

- 1) **Security:** The Board unanimously ratified a security guard contract with Pono Security in the amount of \$87,590.38 (tax inclusive) previously approved via email.

- 2) **Trash Chute Doors:** The SM informed the Board that the required repairs were completed by in-house staff. The matter was closed.

NEW BUSINESS

- 1) **Insurance Renewal:** The Board unanimously ratified renewal of the master policy through Insurance Associates in the amount of \$93,724 annually, previously approved via email.
- 2) **Elevator Rust Remediation:** The Board unanimously ratified rust remediation by Otis Elevator in the amount of \$14,296.20, previously approved via email.
- 3) **2023 Draft Budget:** The ME informed the Board that he is busy working on the 2023 draft budget. It will be presented to the Board prior to the next BOD meeting.
- 4) **Fire Sprinkler Leak:** The Board discussed an incident resulting in a large water leak caused by an owner hanging clothing on their unit fire sprinklers. The insurance adjuster report is still pending. The matter was deferred.
- 5) **Proposed Bylaws Amendment** - The Board discussed reducing the number of Board members required to run the Association. They reviewed written input from the Association attorney. By unanimous agreement, the Board directed the ME to obtain draft ballots and cover letter from AOA attorney. The Board will seek 67% ownership approval via mailed out written consent ballots. The matter was deferred pending mail out results.
- 6) **Short-Term Rentals** – The Board discussed a report of short-term rentals (AirBNB) occurring from one unit. The SM has informed the owner and the unit owner will put a stop to his tenant subleasing his unit through AirBNB.
- 7) **Other Violations** – The Board discussed a complaint of noise violation and a report of a unit causing damage to the common element (soiling carpeting and walls fronting the unit entrance, and carpeting leading to the trash chute area). It is suspected that the unit may be involved in a food preparation business from their unit, which is a specific violation of the Governing Documents. Two violation notices have been sent to the unit owners. A cleaning company will be hired by the SM to address the damage caused to the common elements and the cost will be assessed back to the unit. The matter was deferred pending further developments.

EXECUTIVE SESSION

No Executive Session

DATE, TIME, & PLACE OF NEXT MEETINGS

The next meeting will be on Tuesday September 13, 2022 at 7:00 pm – Via Zoom.

ADJOURNMENT

There being no further business to discuss, President Cobb adjourned the meeting at 8:42 pm.

Submitted by,

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