

**HOLOMUA BOARD OF DIRECTORS  
REGULARLY SCHEDULED MEETING  
JULY 13, 2021 7:00 pm  
ON-SITE ACTIVITY ROOM**

**PRESENT**

President Ray-nelle Cobb  
Vice President Serge Krivatsy (via teleconference)  
Treasurer Dennis Inouye  
Secretary Melissa Otaguro  
Director Linette Tam

**ABSENT**

Director Kevin Shimizu

**BY INVITATION**

Alexandra Chia Demarzo, Integrated Facility Services  
Albert Cloutier, Hawaiiana Management Company, Ltd.

**ALSO PRESENT**

Unit Owner # 2002 (Kodama)

**CALL TO ORDER**

With a quorum established, President Ray-nelle Cobb called the Regular Meeting of the Board to order at 6:58 pm.

**OWNERS FORUM**

No owner issues were brought up.

**APPROVAL OF MINUTES**

The minutes of the March 9, 2021 Board meeting were unanimously approved, as corrected.

**PRESIDENT'S REPORT**

No report.

**TREASURER'S REPORT**

The financial statements for February 2021 – May 2021 were approved, subject to audit.

**SITE MANAGER'S REPORT**

SM Demarzo's written report was distributed to the Board prior to the meeting. A copy is on file in her office and the offices of Hawaiiana Management Company, Ltd.

The Board discussed the weekly SM reports. They approved the SM sending the report to all Board members via email on either Mondays or Tuesdays, rather than on Friday late afternoons, as was previously the case.

**COMMITTEE REPORTS**

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

**UNFINISHED BUSINESS**

No Unfinished Business

**NEW BUSINESS**

- 1) **Elevator Leveling Vanes:** The Board unanimously ratified an email vote to approve a proposal from Otis Elevator to conduct necessary repairs of the leveling vanes at a cost of \$7,956.86. The work has already been completed.
- 2) **Vertical Drain Clean Outs:** The Board discussed the necessity to conduct periodic maintenance of the vertical drains. The SM will obtain proposals and forward to the Board for review. The matter was deferred pending proposals.
- 3) **Gate Remote Controls:** The Board unanimously ratified an email vote to approve a proposal from Community Controls to supply new remote controls at a cost of \$14,404.20. Two remote controls have been issued to all units, as the original controls are now obsolete. Only 17 units failed to pick up the units during the specified time period. The SM will coordinate distribution with the remaining units, when she returns from her vacation.
- 4) **Security Issues:** The Board discussed various on-going security concerns including guards, fence, trespassers, etc. ME shared information regarding camera monitoring services and neighborhood watch programs. The matter was tabled indefinitely.
- 5) **Void Unimproved Space in Bottom of Building:** The Board discussed the Void Space (Unimproved Area) in the Bottom of Building. This space was originally built as an uninhabitable space with a small access panel providing emergency access. A previous RM unilaterally took it upon himself to install door and utilize the space for storage, a violation of building code. ME recalls that there was discussion back in early 2017 of removing any stored items and restoring the connecting dry wall back to the original “as built” condition (by removing the door and reinstalling an access panel). The matter was deferred pending research on the matter.

**EXECUTIVE SESSION**

No Executive Session

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

The next Board of Directors’ meetings will be held at 7:00 pm in the 7th floor activity room on the following dates: Tuesday September 14, 2021 and Tuesday November 9, 2021.

**ADJOURNMENT**

There being no further business to discuss, President Cobb adjourned the meeting at 7:53 pm.

Submitted by,

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