

MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF HONOLULU PARK PLACE
December 18, 2023
VIA ZOOM VIDEO/TELECONFERENCE

CALL TO ORDER:

President Baldwin called the regular Board of Directors meeting of the Honolulu Park Place to order at 6:24 P.M. via Zoom. Management Executive Richter was recording secretary.

ESTABLISH A QUORUM

A quorum was established.

Members Present: President Richard Baldwin, Vice President Dennis Padlock, Secretary Craig Williams, Treasurer Trappeur Rahn, Directors Kelly Brehm, Melanie King, Eric Lockett (Dep. 8:13 P.M.), and Katherine Crosier

Member Excused: Mark Russell,

Present by Invitation: Walters Miranda, General Manager, Craig Richter, Management Executive, Hawaiiana Management Company, and Christopher Goodwin AOA attorney.

APPROVAL OF MINUTES

- (1) The Board, by consensus, approved the minutes of the Monday, October 23, 2023, regular Board of Director Meeting.
- (2) The Board, by consensus, approved the minutes of Monday, October 23, 2023, Executive Session Meeting.

GENERAL MANAGER'S REPORT

GM Miranda provided a written and an oral report. The report is on file in the on-site office.

TREASURERS REPORT

- (1) The financial report for October 2023 was deferred until the next Board of Director meeting.
- (2) A delinquency report was presented to the Board and discussed.
- (3) Cash Balance was presented to the Board and discussed.

BOARD OF GOVERNERS:

- A. Tennis Court Lights: A motion was made by Vice President Padlock and seconded by Director Lockett to have Kai Hawaii, Inc. in conjunction with Notkin Hawaii Inc. to provide structural engineering services for light pole assessment and repair of tennis court lights not to exceed \$25,000. The motion was unanimous.

UNFINISHED BUSINESS:

- A. Front Entry Project: Still waiting for permit from DPP. DPP wants electrical engineers to approve plans. The Board has identified Aron Shimizu to do an artist rendering of the front lobby area. A motion was made by Treasurer Rahn and seconded by President Baldwin to have an electrical engineer approve the front entry electrical project to cost no more than \$6,500. The motion was unanimous.
- B. Hawaii Energy Systems Sub Metering Project (Update): A motion was made by Treasurer Rahn and seconded by Director Lockett for a budget not to exceed \$10,000 to authorize Hawaii Energy System (HES) to establish a remote connection from the Management Office to the AC submetering server located on the 3rd floor. Additionally, it was agreed that HES engage a licensed engineer to document and confirm that the AC monthly billing complies with HPP Bylaws. The motion was unanimous.
- C. Honolulu Park Place Owned Unit (Executive Session):
- D. High Risk Inspections: The Board opened the floor to all Association members to provide comments and feedback on the draft High Risk Component Policy. Several questions and concerns were addressed during the discussion and the item was deferred until the next Board of Director Meeting.
- E. Anti-Harassment Policy Regarding Association Employees and Others: A motion was made by Vice President Padlock and seconded by Treasurer Rahn to approve the Anti-Harassment policy provided review is conducted by Attorney Christopher Goodwin. The motion was unanimous.

NEW BUSINESS:

- A. A/C Submetering: A motion was made by Vice President Padlock and seconded by Director Lockett to approve the proposal from Hawaii Energy Systems (HES) to read newly installed sub meters and provide the information to the Association for \$1,225.33 per month or \$14,704 annually. The motion was unanimous.

EXECUTIVE SESSION:

At **8:13 P.M.**, President Baldwin called for and upon further review, the Board unanimously adjourned into executive session to discuss contracts.

At **8:29 P.M.**, President Baldwin announced the meeting back in regular session.

DATE AND TIME OF NEXT BOARD MEETING:

The next Regular Board of Directors Meeting is scheduled for Monday, January 29, 2024, at 6:00 P.M. at the Honolulu Park Place-Long House

ADJOURNMENT:

There being no further business and no objections, the Board unanimously voted to adjourn the meeting. The meeting was adjourned at 9:04 p.m.

Respectfully submitted,

Approved

Craig Richter
Recording Secretary

Craig Williams
Secretary