

**AOAO HARBOR LIGHTS
MINUTES OF BOARD MEETING**

DATE: November 20, 2014

TIME: 5:00 pm

PLACE: Harbor Lights Office

PRESENT: Sue Kamalo, Pedro Fainghert, Geraldine Kaita, Cynthia Willard, Joan Hiyakumoto

EXCUSED: Richard Salinas, Willie Kaholukula

GUESTS: Penny Munroe, Hawaiiana Management, John & Jennie Merles A-216, Sher McBee C-402. Ed Gallagher A-222, Jacque Oberheim D-105

<p><u>CALL TO ORDER:</u></p>	<p>Meeting called to order at 5.00 pm.</p>	
<p><u>QUORUM:</u></p>	<p>Four Board Members and Chair present.</p>	<p>Established.</p>
<p><u>APPROVAL OF MINUTES:</u></p>	<p>Minutes of October 26, 2014 were read.</p>	<p>Motion made by Geraldine Kaita to approve, seconded by Joan Hiyakumoto. Motion carried.</p>
<p><u>FINANCIAL REPORT:</u></p>	<p>The financial records are transitioning to Hawaiiana Management.</p> <p>The Electricity Bills will be collected at the Harbor Lights Office, along with fines and storage payments. Hawaiiana was going to collect the electricity payments, but an agreement was made to have Harbor Lights retain this task.</p>	<p>For information only. No action.</p>

COMMITTEE REPORTS:

Building and Grounds:

Sue Kamalo reported. There was a fire in D Building and the alarm failed. A dead bulb and wiring was replaced. Parts have been ordered for the pull station.

The fire hoses need to be replaced for all buildings. A quote has been received and further negotiation is pending on the shipping costs.

The front gate is not operating correctly.

State of Hawaii Boiler Inspector reported that a gauge on the B building was not working,

Kone has quoted us for four Hydraulic Scavenger Pumps which will collect the hydraulic fluid and stop the loud noises that the elevators make.

Valley Isle pumping charges us \$4,000 per month to pump out our sewer pump station. They have submitted a quote for a maintenance agreement.

New radios (walkie-talkies) were purchased so most staff are available right away.

Pending more research into shipping costs.

Awaiting parts on order for both front and back gates.

Energy Consultants were responsible for the failure and will fix it.

Will be discussed at the next Building and Grounds Committee meeting.

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	<p>Tiles were purchased to re-floor all four elevators. Cole Santos obtained chairs and tables for the swimming pool, and Cindy obtained 10 chaise-lounges to match at a hotel sale.</p> <p>Housekeeping paints the inside walls to cover graffiti and markings, and completed 4th floor of B Building and some in D Building.</p> <p>One of the new swings broke and was repaired.</p>	
<p><u>UNFINISHED BUSINESS:</u></p>		
<p>Selection of 2012 Auditor:</p>	<p>Cindy researched for a new auditor.</p>	<p>Jennifer Carbonero-Schoeper was selected.</p>
<p>Armstrong Reserve Study Update Proposal:</p>	<p>Discussion on quote from Armstrong</p>	<p>Tabled for decision by the new board.</p>
<p><u>NEW BUSINESS:</u></p>		
<p>Priority of Payment and Late Fee Policy:</p>	<p>Resolution for payment and late fees was discussed.</p>	<p>Board unanimously approved the resolution and Secretary Geri Kaita signed the document.</p>
<p><u>CORRESPONDENCE:</u></p>		
<p>B401 October 20, 2013 letter.</p>	<p>Owner was cited for \$1,000 fines because the tenant, who has since been evicted, brought a dog onto property and allowed a trespassed individual on the</p>	<p>Motion made by Joan Hiyakumoto and seconded by Geri Kaita to recind the \$500 for trespassed person on property. Motion carried.</p>

<p>D-326 Air Conditioner:</p> <p><u>EXECUTIVE SESSION:</u></p> <p><u>NEXT BOARD MEETING:</u></p> <p><u>ADJOURNMENT:</u></p>	<p>property two times. Discussion followed. The dog incident has expired the grievance period, and the fine cannot be rescinded, but the other \$500 will be forgiven.</p> <p>The air conditioner is not mounted flush to the window, per Harbor Lights rules. Owner is grieving that the former Manager said it was okay.</p> <p>The guests left and the Board went into Executive Session to discuss Personnel Matters.</p> <p>An organizational meeting is scheduled for December 8, 2014 after the Annual Owners Meeting.</p> <p>Meeting adjourned at 6:00 pm.</p>	<p>Owner will be given 30 days to be in compliance, or a fine will be issued.</p> <p>No action taken.</p>
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Respectfully submitted:

JOAN I. HIYAKUMOTO