



# MANAGEMENT SPECIALISTS Company

A division of Century 21 Realty Specialists Corporation  
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## HALE - O - KALANI TOWERS

### BOARD OF DIRECTORS MEETING

July 14, 2010

### MINUTES

PLACE: On Site, Resident Manager's Office, Honolulu, Hawaii.

ROLL CALL: Present: President Harendra Panalal, Vice President Sachin Shah, Secretary Brian Richardson, Treasurer Jack Cai, Directors Christopher Bird, Jayson Harper and Frank Jiao

By Invitation: Account Executive Al Cloutier and Interim Off-Site Manager Chris DiSante.

CALL TO ORDER: Noting a quorum present, President Panalal called the meeting to order at 7:38 pm.

#### INTERIM OFF-SITE MANAGER REPORT:

Site Manager DiSante provided a verbal report.

Interim Off-Site Manager DiSante departed at 8:17 pm

#### MINUTES:

The Board reviewed and discussed the minutes of the Board of Directors meeting of June 2, 2010, Director Harper moved to approve the minutes of the Board of Directors meeting of June 2, 2010 Vice President Shah seconded the motion and the motion was carried unanimously.

#### TREASURER'S REPORT:

1. Financial Statements: The Board reviewed and discussed the financial status of the Association. Hearing no objection, the financial statements for May and June 2010 were accepted, subject to audit.
2. Delinquencies: Delinquencies and action being taken were discussed.

COMMITTEE REPORTS:

Personnel: The Board discussed the position of Site Manager. It was noted by Chair Person Harper that Site Manager DiSante has shown good work habits by demonstrating initiative, accepting responsibility, and interacting with residents in a professional and pleasant manner. It was noted that the Board may need to purchase tools in the near future.

UNFINISHED BUSINESS:

1. Warranty Work: The Board discussed the email from CDI regarding the expired warranty on the painted front railings and the matter was tabled.
2. Rear Spalling and Railings: The Board discussed several proposals on replacing the rear of the building Railings and combined Spalling work required. Secretary Richardson moved to accept Structural Systems Inc's as the chosen contractor, pending clarification of specific details. Director Harper seconded the motion and the motion was carried unanimously. Vice President Shah will organize a meeting between the Board and the Contractor to discuss details. Meeting tentatively to be held Saturday, July 24, 2010 between 9:00 AM and 11:00 AM

Treasurer Cai and Director Harper left at 9:14 PM

3. Rain leaks: The Board discussed the completed work by Tory's Roofing to repair the slits in the roof. The matter was tabled pending a proposal for resurfacing the entire roof.
4. Recycling: The Board discussed two proposals for Recycling. Director Bird moved to accept the recycling program proposal submitted by Honolulu Disposal Service in the amount of \$65.00 per month (plus tax), contingent on acceptance of a 6 month "trial period" contract and agreement from HDS to utilize the pool as a staging area for the containers. Secretary Richardson seconded the motion and the motion was carried unanimously.

NEW BUSINESS:

1. Unit 1204: The board discussed an emailed report from the rental agent of Unit 1204 that there was water damage to the ceiling of Unit 1204, reportedly caused by leaking planter drains on the penthouse floor. As this matter was previously handled and settled with the owner of 1204 by the insurance company, the matter was closed.
2. Water shut off valves: The Board discussed locations of the water shut off valves, made available to the Board by SM DiSante in the form of a chart posted in the pool pump-room (for emergency purposes).

NEXT MEETING: Wednesday, August 4, 2010, 7:00 p.m., On Site, Resident Manager's Office,

ADJOURNMENT: There being no further business, President Panalal adjourned the meeting at 9:28 p.m.


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Submitted by:

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Brian Richardson, Secretary  
Hale-O-Kalani Towers

MANAGEMENT SPECIALISTS COMPANY  
Agent for HALE-O-KALANI TOWERS AOA

A handwritten signature in black ink, appearing to read 'Al Cloutier', with a long horizontal flourish extending to the right.

Al Cloutier  
Account Executive