



# MANAGEMENT SPECIALISTS Company

A division of Century 21 Realty Specialists Corporation  
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HALE-O-KALANI TOWERS  
BOARD OF DIRECTORS MEETING  
February 7, 2012  
MINUTES

FILE COPY

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

ROLL CALL: Present: President Harendra Panalal, Secretary Brian Richardson, Directors Chris Bird, Frank Jiao, and Jayson Harper

Excused: Treasurer Jack Cai and Vice President Sachin Shah

Absent:

By Invitation: Account Executive Al Cloutier Site Manager Chris DiSante, and Insurance Associates representative Sue Savio

CALL TO ORDER: Noting a quorum present, President Panalal called the meeting to order at 7:35 PM.

OPEN FORUM:

SPECIAL ORDER: Insurance Associates representative Sue Savio presented a proposal for insurance and answered questions from the Board.

SITE MANAGER REPORT: Site Manager Chris DiSante gave a verbal report.

MINUTES:

The Board reviewed and discussed the minutes of the Board of Directors meeting of January 3, 2012. Director Harper moved to approve the minutes of the Board of Directors meeting of January 3, 2012. 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 statement for December 2011 was accepted, subject to audit.
2. Delinquencies: Delinquencies and actions being taken were discussed.

COMMITTEE REPORTS:

1. Personnel Committee: The Board discussed the necessity of an Assistant for the SM. SM DiSante will coordinate the recruitment of one.

UNFINISHED BUSINESS:

1. Rear Spalling and Railings: The Board discussed various aspects of the SSI project contract including rail color. The matter was deferred pending recommendations from JPB and SSI.
2. Plumbing Inspections: The Board discussed Aqua Flow Tech plumbing inspections. Some units have been inspected and the matter was deferred pending completion of all units.
3. Roof Leaks Status: The Board discussed the roofing project currently under way. SSI has been informed of the roofing project and is aware that any damage to the new roof coating caused by hanging scaffolding will be their responsibility to have repaired. The matter was deferred pending completion.

NEW BUSINESS:

1. Insurance Proposal: The Board discussed a proposal to provide condo insurance presented by Insurance Associates and compared cost and benefits to current State Farm policy. Director Harper moved to approve the Insurance Associates' proposal. Director Bird seconded the motion and the motion was carried unanimously.
2. Trash Chute Proposal: The Board discussed a trash chute repair proposal which had been approved by email vote. Director Harper moved to ratify the email vote to approve the trash chute repair proposal. Director Bird seconded the motion and the motion was carried unanimously.
3. Concrete Pad Proposal: The Board discussed a proposal for installing a concrete pad in the back parking lot, to store the recycle bins away from the lobby entrance doors. The matter was deferred pending discussion of other options.

NEXT MEETING: Association Annual and Organizational Meetings Tuesday March 6, 2012 On Site, Site Manager's Office,

ADJOURNMENT: There being no further business, President Panalal adjourned the meeting at 8:44 p.m.

Submitted by:

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Brian Richardson, Secretary  
Hale-O-Kalani Towers

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

  
Al Cloutier CMCA®  
Account Executive