

**CENTURY CENTER
JULY 27 2016
BOARD OF DIRECTORS MEETING
MINUTES**

I. CALL TO ORDER

The meeting was called to order at 12:00 p.m. by President Ian Lind. At the request of the Board, Management Executive Bouchie recorded the minutes.

II. ESTABLISH A QUORUM

Directors: President Ian Lind
Vice President Ira Gordon
Secretary Gordon Imata
Director Sarah Nordwall
Director John Dotten
Director Violet Mangene
Director William Bye

Excused: Treasurer Mark Tsuda
Director David Seppelfrick

Present by Invitation:

General Manager, Brian Grayling
John Bouchie, Hawaiiana Management Representative & Vice President
Chris Porter, AOA Attorney (arrived at 12:03 p.m., left at 1:01 p.m.)
Russell Nishimoto, Locations LLC
Dale Armstrong, Armstrong Consulting
Alan Tucker, Armstrong Consulting
Joe Schmik, Armstrong Consulting

III. HOMEOWNER'S FORUM

No unit owners were present.

IV. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS MEETING OF JUNE 22, 2016

The Minutes of the Board of Directors Meeting of May 25, 2016 were approved with minor correction.

V. REVIEW & APPROVAL OF THE MAY 2016 AND JUNE 2016 FINANCIAL REPORTS

The Board unanimously approved the above financials subject to audit.

VI. GENERAL MANAGER'S REPORT

The General Manager distributed his written report and it was reviewed by the Board. Any actions or motions as a result of this report will appear under New Business or Unfinished Business.

VII. UNFINISHED BUSINESS

- Status of corrections of violations of Hot Water Storage Tanks Issue by Service Air as outlined in drawings by DHT – Completed.
- Status of bids for underground Hot Water and Cold Water Return Pipe Renovation – Waiting for a bid from Alaka'i. Several Board Members will set a meeting with David Tobita of DHT Engineering, Inc. to discuss this project.
- Status of audit by Elevator Consulting Company – Meeting between board members and consulting company was scheduled for Wednesday, August 10, 2016 at 11:00 a.m. at the building.
- Electric sub-metering by Armstrong Consulting – Discussion by Dale Armstrong, Alan Tucker, and Joe Schmik. The Board asked for several proposals from Armstrong Consulting based on this discussion.
- Employee Handbook – The Board unanimously approved the handbook to be sent to Attorney John Knorek for review.
- Status of Inspection of Underground Waste Water Lines by Alaka'i and proposal to insert sleeve – Waiting for bid.
- Sentricon System renewal – Tabled until next meeting.
- Discussion by Russell Nishimoto, of Locations LLC – Presented a verbal and written report regarding the sale of the lease fee interest owned by the AOAO to unit owners. As a result of this report, the Board unanimously approved that the deadline date for unit owners to enter into contract to purchase the lease fee interest be extended from August 31, 2016 to September 30, 2016. The Board directed Mr. Nishimoto to send out letters to those unit owners whose lease fee is owned by the AOAO. This letter would note two informational meeting dates regarding the purchase of the lease fee. The Board requested the meeting dates be spread far apart (due to some unit owners being off-island or unavailable). This letter would also outline the new deadline dates for the purchase of the lease fee.

NEW BUSINESS

- Proposal from Cummins Pacific for emergency generator service – Director, John Dotten made a motion to approve the contract for quarterly maintenance of the emergency generator at a cost of \$4977.43. The motion was unanimously approved.

VIII. EXECUTIVE SESSION

Legal matters were discussed.

IX. DATE, TIME, AND PLACE OF NEXT BOARD MEETING

The next meeting of the Board of Directors was scheduled for Wednesday, August 24, 2016 at 12:00 p.m., on-site, in the 4th floor conference room.

X. ADJOURNMENT

The meeting was adjourned at 1:58 p.m.