

WAIKIKI BANYAN BOARD OF DIRECTORS
Regular Meeting Minutes

Waikiki Banyan Conference Room, Waikiki Banyan, 201 Ohua Avenue, Honolulu, HI
Tuesday, March 31, 2015

TO ORDER: President Mike McGuire called the meeting to order at 2:03 pm. General Manager Wayne Babineau was Secretary pro tem for the meeting. In attendance and constituting a quorum were President Mike McGuire, Vice-president Dick Eide, Treasurer Kini Olegario, Secretary Kenji Iwasa, and Directors Lou Palmer, Bob Ivanoff and John Wong.

ABSENT: Directors Shraga Dachner, Doris Palmer

COMMITTEE APPOINTMENTS:

1. **Leasing:** Chair Dick Eide, Lou Palmer, Bob Ivanoff, Mike McGuire
2. **Energy:** Chair Kini Olegario, Mike McGuire, Bob Ivanoff
3. **Beatification & Landscaping:** Chair Doris Palmer, Lou Palmer
4. **Personnel:** Chair Mike McGuire, Bob Ivanoff, Kini Olegario, Lou Palmer

Motion **MINUTES:** In order to clarify the Board's intent, it was moved by Dick Eide, seconded by Kini Olegario and amended by Eide to survey local area commercial lease rent rates and then decide whether to apply the cost of living (CoL) increase to commercial lessees. AYE: Eide, Olegario, McGuire; NAY: Ivanoff, Palmer, Wong; ABSTAIN due to conflict of interest: Iwasa. Motion failed.

Motion Moved by John Wong, seconded by Bob Ivanoff that there be no waiver of the 2015 CoL increase for commercial lessees. AYE: Wong, Ivanoff, Palmer, Eide; ABSTAIN: Iwasa, Olegario, McGuire. Motion carried.

The minutes of the following Board meetings were presented and by general agreement approved unanimously: January 28, 2015 Regular Meeting, February 27, 2015 Annual Meeting, February 27, 2015 Organizational Meeting.

MANAGER'S REPORT: The Manager's Report for the period January 15, 2015 to March 25, 2015 was presented.

CORRESPONDENCE:

1. letter from owner Adam Ghomy, 2/6/15: noted
2. letter from owner Richard Sparks, 2/14/15: noted

TREASURER'S REPORT:

1. *Financial Statements:* Management Executive Ralph Ahles reviewed the financial statement for the months of January and February, 2015.
2. *Delinquencies:* Ralph Ahles reviewed for the Board the Delinquency Report for the period ending February 28, 2015. Delinquencies stood at \$51,947 with four residential units accounting for \$28,982 of that total.

COMMITTEE REPORTS

1. *Leasing:* Dick Eide reported that the Leasing Committee will look into conducting a market survey of commercial lease rental rates in the Waikiki Area
2. *Energy:* Mike McGuire
 - a. Washers & Dryers: the Committee will research options for replacing our existing machines

- b. Sub-metering: new information may soon be available regarding sub-metering
- 3. *Beautification & Landscaping*: Lou Palmer reported that the landscaping situation is still subject to available staffing
- 4. *Personnel*: Mike McGuire
 - a. the Managers' Contracts are being revised
 - b. staff retirement options are being investigated

OLD BUSINESS:

- 1. *Fire Alarm System*: By general agreement the Honeywell proposal to replace our fire emergency panels and associated devices was approved, subject to financing
- 2. *Admin Charges*: monthly and long term parking:

Motion Moved by Dick Eide, seconded by Mike McGuire and agreed unanimously to increase monthly parking rates to \$180/month effective June 1, 2015.

Motion Moved by Lou Palmer to reduce long term parking fees to \$100/30 day period. Motion failed for lack of a second.

Motion Moved and amended by Dick Eide, seconded by Bob Ivanoff, to retain long term parking and increase the rate to \$180/30 day period effective June 1, 2015. AYE: McGuire, Eide, Ivanoff, Olegario; NAY: Palmer, Wong. Motion carried.

NEW BUSINESS:

Motion 1. *Insurance Package*: Moved by John Wong, seconded by Mike McGuire to accept Cavanah Associates insurance policy package proposal. AYE: Ong, Ivanoff, Palmer, Eide, McGuire; ABSTAIN: Olegario. Motion carried.

2. *Compactors PMM Contract*: Admin is seeking proposals for a preventive maintenance monitoring contract for our trash compactors

3. *Elevator Shaft Vents*: Admin is seeking proposals to provide venting for our elevator shafts as required by the state elevator inspector

Motion 4. *Charges for Common Element and Emergency Clean Up and Repair*: Moved by Lou Palmer, seconded by Dick Eide and agreed unanimously to increase our charges for common element and emergency clean up and repair to \$50/hour plus \$100 admin fee.

NEXT MEETING: At the call of the President.

ADJOURNMENT: The meeting was adjourned at 4:15 pm.



Wayne Babineau, General Manager
Secretary pro tem

Approved: 9/30/15 