

MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF BEL AIR PLAZA
MONDAY JANUARY 6, 2025
6:00 P.M., ONSITE – RECREATION DECK

CALL TO ORDER

President Malm called the regularly scheduled meeting of the Board of Directors of Bel Air Plaza to order at 7:00 p.m.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Elaina Malm
 Les Correa
 Mallory Heckathorn
 Mike Coppes
 Lynn Ishihara

Members Excused: None

By Invitation: Reggie Eubanks, Site Manager, Integrated Facilities Services Hawaii (IFSH), Taylor Lewis Site Management Supervisor (IFSH), Thomas Nicholas, COO (IFSH)
 Albert Cloutier, Management Executive

APPROVE MINUTES

The Board approved the minutes of the Association Annual Meeting, the Organizational Meeting, and the Regular Board of Directors meetings held on October 21, 2024.

RESIDENT MANAGER'S REPORT

Mr. Eubanks submitted a written report. A copy is on file in her office and the office of Hawaiiana Management Company, Ltd.

TREASURER'S REPORT

The Board accepted the September - November 2024 financial reports, subject to audit.

UNFINISHED BUSINESS

- A. Exterior Painting: The Board discussed the project which was satisfactorily completed.
- B. Plumbing Inspection: The Site Manager is still collecting paid invoices as proof the work has been completed in individual units.
- C. Awning: The Site Manager is in the process of obtaining proposals.
- D. Unit 404 Renovations: The Board instructed the Site Manager to obtain proposals to renovate the unit (Cleaning, Patching & Painting, Drapes, Sliding Door Repair). SM to have the proposals ready by next meeting.

NEW BUSINESS

- A. Tree Trimming: The Board reviewed proposals for tree trimming. MOTION [Malm] to approve the proposal from Trees of Hawaii in the amount of \$3,015.71. SECOND [Heckathorn]. It was unanimously approved.
- B. Locks: The Board reviewed proposals to rekey all locks. MOTION [Malm] to approve the proposal from Jack's in the amount of \$3,669.41. SECOND [Ishihara]. It was unanimously approved.
- C. Security Cameras: The Board reviewed proposals to upgrade the security cameras. MOTION [Malm] to approve the proposal from Cam Security in the amount of \$660.00 and an annual contract amount of \$1920 per year. SECOND [Coppes]. It was unanimously approved.
- D. Neighborhood Watch: The Site Manager was directed to obtain information from Honolulu Police Department regarding their neighborhood watch program.

EXECUTIVE SESSION:

The Board went into Executive Session at 7:26 pm to discuss potentially litigious, contractual, and personnel matters. Regular session was reconvened at 7:44 pm.

DATE, TIME AND PLACE OF NEXT MEETING

The next Regular meeting of the Board meeting will be on Thursday, February 27, 2025, at 6:00 pm, Onsite – Rec Deck.

ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Submitted by:



Albert Cloutier CMCA®, AMS®, PCAM®
Recording Secretary