



HAWAIIANA

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AOAO CENTURY CENTER BOARD OF DIRECTORS' AND CENTURY CLUB COMMITTEE MEETING

The regularly scheduled meeting of the Board of Directors of AOAO Century Center and the Century Club Committee will be held on:

DATE: Thursday, February 25, 2010

TIME: 12 NOON

PLACE: 4th Floor Recreation Room

If any director is unable to attend this meeting, please call 593-6378 and inform us accordingly.

BY CALL OF:

IAN LIND

PRESIDENT

BY:

Debi Balmilero

Debi Balmilero, CMCA®, AMS®, PCAM®
Management Executive

THIS NOTICE SHALL BE POSTED SEVENTY-TWO (72) HOURS PRIOR TO THE MEETING OR SIMULTANEOUSLY WITH NOTICE TO THE DIRECTORS (HRS 514B-125 (d)).

**AOAO CENTURY CENTER
BOARD OF DIRECTORS' AND CENTURY CLUB COMMITTEE MEETING
Thursday, February 25, 2010, 12 NOON
4th Floor Recreation Room**

A G E N D A

- 1. CALL TO ORDER**
- 2. ESTABLISH A QUORUM**
- 3. MINUTES**
 - A. Regular Meeting – Thursday, January 21, 2010
- 4. GENERAL MANAGER'S REPORT**
 - A. Emergency Electrical Shutdown: 480 Volt Cable Meltdown
 - B. Electrical System Preventative Maintenance Proposal (*Review Proposal: American Electric*)
 - C. Booster Pump #1 Repair Proposal
 - D. Storage Tank 4" Check Valve Installation Proposal
 - E. Automatic Teller Machine (*ATM*) Proposal
 - F. Aloha Satellites Contract
 - G. Fire System Service Contract
 - H. CC Engineering Payment Request
 - I. Project Updates (*See GM Report Agenda*)
- 5. SECURITY SUPERVISOR'S REPORT**
 - A. Apartment Activity Report
 - B. Security Key Fob & Card Policy
- 6. TREASURER'S REPORT**
 - A. Financial Statement January 2010
- 7. UNFINISHED BUSINESS**
 - A. Apartment Usage Restrictions (*Deferred- pending legal opinion*)
 - B. Alteration Requests:
 - a. Unit 2603
 - C. CHW Treatment Proposal
- 8. NEW BUSINESS**
 - A. Submeter System Equipment Upgrade Proposal
 - B. Process Server Policy
- 9. EXECUTIVE SESSION**
 - A. Delinquency Report/Action Memos
 - B. Account #184-227 Bankruptcy Write Off
 - C. Apartment Restaurant Delinquency / Rent Reduction Request / Parking Collection
 - D. Unit 2301: Odor Citation Appeal Request
- 10. CENTURY CENTER CLUB COMMITTEE**
 - A. Recreation Deck Restoration Committee Assignment
- 11. OWNER HEARING**
 - A. Unit 2301: Odor Citation Appeal Request

DATE, TIME AND PLACE OF NEXT MEETING

Association of Apartment Owners Annual Meeting: Wednesday, **March 10, 2010**, 6 PM Check-in, **4th Floor Recreation Room**; Regular Board Meeting: Thursday, April 15, 2010 12 noon, 4th floor Recreation Room

ADJOURNMENT

**MINUTES OF THE CENTURY CENTER BOARD OF DIRECTORS' MEETING
AND CENTURY CLUB COMMITTEE MEETING
THURSDAY, FEBRUARY 25, 2010
12:00 P.M., ONSITE, 4TH FLOOR RECREATION ROOM**

CALL TO ORDER

The regularly scheduled meeting of the Board of Directors of Century Center was called to order at 12:00 p.m. by President Ian Lind.

ESTABLISH A QUORUM

A quorum was established.

Members Present:	Doug Buhr	Ian Lind
	Janice Chadwick	Robert Moses
	Ira Gordon	Sarah Nordwall
	Richard Lee	Anna-Maria Preston
	Gordon Imata	

Also Present: Shaun Holm, American Electric Co., LLC Representative
Mike Baker, General Manager
Reid Nakamura, Security Supervisor
Debi Balmilero, Hawaiiana Management Company
Annie Kekoolani, Recording Secretary

APPROVE MINUTES

The minutes of the January 21, 2010 regular Board meeting were approved as presented.

ELECTRICAL SERVICE PRESENTATION

Mr. Holm gave a visual presentation on his proposal to perform predictive and proactive services tasks on the electrical components and/or connections. This is a preventative maintenance of all electrical circuit boxes including infrared and ultrasonic testing on a yearly basis. Mr. Holm responded to questions raised by the Board and was excused from the meeting.

GENERAL MANAGER'S REPORT

Mr. Baker submitted a written report which is on file in his office and the offices of Hawaiiana Management Company. The following items were discussed:

- A. Electrical System. It was moved by Director Nordwall and seconded by Director Buhr to accept the preventative maintenance proposal of \$7,977 from American Electric Co. LLC. The motion carried unanimously. The repair proposal of \$7,258 was deferred for the time being until the completion of the maintenance program.
- B. Booster Pump #1. It was moved by Director Imata and seconded by Director Nordwall to approve Doonwood Engineering's proposal of \$3,800 plus tax to overhaul booster pump #1. The motion carried unanimously.

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
CENTURY CENTER
FEBRUARY 25, 2010
Page 2**

- C. Storage Tank Check Valve. The General Manager to obtain a competitive bid from Doonwood Engineering on the replacement of the 1-1/2" ball valve serving the low zone heat pump system. It was moved by Director Imata and seconded by Director Preston to proceed with the best proposal on the installation of a 4" check valve and the replacement of the 1-1/2" isolation ball valve. The motion carried unanimously.
- D. Aloha Satellite Contract. The contract runs through March 1, 2011. If the 2nd five-year option is renewed, revenue sharing of 25% on the net operating profits will go into effect. Suggestion was made to survey the owners on the service. Director Preston will chair this committee to investigate the owners' options.
- E. Fire System Equipment Maintenance Contract. It was moved by Director Gordon and seconded by Director Preston to give the General Manager the authority to select the best proposal, not to exceed \$5,600. The motion carried unanimously.
- F. CC Engineering Payment Request. It was moved by Director Buhr and seconded by Director Nordwall to pay the requested amount of \$23,400.57 to CC Engineering for the flood prevention system. The Association will hold the retainage amount of \$13,756.90. The motion carried unanimously.

SECURITY SUPERVISOR'S REPORT

Report submitted.

TREASURER'S REPORT

The January 2010 financial report was accepted, subject to audit.

EXECUTIVE SESSION

The Board went into executive session at 1:23 p.m. to discuss legal and collection matters. The Board resumed the regular meeting at 1:52 p.m.

Director Chadwick excused herself from the meeting at 1:54 p.m. due to prior commitments.

UNFINISHED BUSINESS

- A. Apartment Usage Restrictions. Deferred pending legal opinion.
- B. Unit 2603 Alteration Request. Deferred to the next Board meeting.
- C. CHW Treatment Proposal. Deferred to the next Board meeting.

NEW BUSINESS

- A. ATM Machine Proposal. ATM Pacific will pay the Association \$3,600 per year or \$300 per month plus 35% of all service charges after 312 transactions or \$857. They take all responsibilities for thefts or damages to the ATM. It was moved by Director Moses and seconded by Director Gordon to approve the ATM machine subject to contract review. The motion carried with Director Preston opposing.
- B. Submeter System Equipment Upgrade Proposal. Deferred.
- C. Process Server Policy. Deferred.

CENTURY CENTER CLUB

- A. Rec Deck Restoration Committee Assignment. Deferred.

DATE, TIME AND PLACE OF NEXT MEETING

The next scheduled meeting of the Board of Directors will be held on Wednesday, March 10, 2010 at 5:00 p.m., onsite, followed by the annual meeting at 6:30 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:57 p.m.

Submitted by:

Annie Kekoolani
Recording Secretary

(Rev & Appvd 3/18/10)