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MINUTES

REGULAR MEETING of the BOARD OF DIRECTORS OF THE ATKINSON TOWERS, INC.

DATE	Monday, November 22, 2010
PLACE	On-Site, Lobby
BOARD OF DIRECTORS	President Robert Fahl Vice-President Martha Ann Malang Secretary Marjorie Foydl Treasurer Ashby (Jim) Ennis Director Arthur May Director Sean Goodspeed Director Stewart Wiggers
ABSENT	Director Jeanne McNeil
BY INVITATION	Maintenance Manager Donald Ah Nee Account Executive Marcia Holly
CALL TO ORDER	7:00 p.m.

APPROVAL OF MINUTES

A motion was made, seconded and passed to approve the Minutes of the Regular Board of Directors meeting of September 20, 2010.

TREASURER'S REPORT

1. Financial Statements
The August 2010 and September 2010 financial statements were review and approved.
2. CDs
The next CDs to mature will be Hawaii Central Credit Union, 3-29-11, \$41,010 and Hawaii Central Credit Union, 3-30-11, \$41,425.

MAIN OFFICE: 3179 Koapaka Street, Honolulu, Hawai'i 96819-5199 • 808.836.0911 • Fax 808.839.9430
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MAUI: 270 Hookahi Street, Suite 201, Wailuku, Maui 96793 • 808.243.9565 • Fax: 808.244.7848



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3. Reserve Funds

The money for the spalling and painting project has been transferred from Reserves to pay for the project.

4. 2011 Lease Payment

A motion was made, seconded and passed to transfer \$66,000.00 to operating in January to make the lease payment.

MAINTENANCE MANAGER'S REPORT

COMMITTEE REPORTS

1. Capital Projects

The project is finished and did come in way under budget. The Board appreciates all Don Ah Nee and Ronald Vorachek for all their hard work in making this happen.

2. Parking

President Fahl gave a verbal update of the parking situation. He feels that Atkinson Towers is at an impasse with Char. Char's next step would be to get a building permit, even though he feels that Atkinson Towers has taken his density. The permit will most likely be redlined, and we can apply for a waiver and go before a judge. If the lease negotiations fail, Atkinson Towers may need to remove the pool for parking and add an upper deck. However, President Fahl is not giving up on the lease negotiations.

UNFINISHED BUSINESS

1. Storage Units

This is on hold for a while. The Association will be sending out an in-house letter that will warn residents when the staff will begin moving items from the common areas.

2. Opt into 514B

No response from the attorney at this time.

NEW BUSINESS

1. Unit 307

A suggestion was put forth by Bob to think about trading unit 307 for 204. Unit 204 could be redesigned into a parking deck if the Association has to build 2nd floor parking.

2. 1108 renovation update

Still need drawings and building permit.

3. Bushes on Makai side

Marvin would like to remove the bushes by the building. The roots are growing too big and beginning to crack the asphalt. All were in agreement.

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4. Spalling/Painting Project

Bob expressed a special thanks for all the 'over and above' effort by Jim, Don and Ron. The project came in significantly below budget due to their extra effort, and the pool is back better than before due to extra efforts by Don.

5. Fines and Window/Door Criteria

It is working, beginning to get peoples' attention. However, there are still several that are not responding. The Board wants to have these few receive another letter and if they don't respond, turn them over to the attorney.

6. Remodeling Procedures

Need to tighten up these procedures and make sure all paperwork is submitted before any project begins

7. Insurance Claims

Procedural review: Resident should call Don as soon as there is a problem, After reviewing the issue, Don will make the decision of whether or not to involve the Associations Insurance Company and file a claim.

8. Job Descriptions

To effectively have 7 day coverage, the descriptions and duties of Don and Ron need to be evaluated and possibly changed. Bob asked Marjorie, Martha Ann and Marcia to write job descriptions for a part time administrative assistant for the office.

9. Window Tinting

The 01 units need to have the same window tinting. A motion was made, seconded and passed to authorize all 01 units to have their picture windows tinted and the Association would pay for it. Bob has the name of a contractor that is good and reasonable, that will be passed on to the owners.

10. Diverting Water from Roof

Tory's has been contacted and there is a plan in progress.

11. Panel Replacement

Second and Third floor walkways need to have the wooden panels replaced with steel ones. Bob has an architect who is checking the code.

12. Distribution of New House Rules and Renovation Criteria

These should be put together in a binder and distributed to all residents and owners when complete.

13. Blueprints

These are not as-builts. Bob suggested they be put on a CD, or make ½ size copies and be kept in a file cabinet in the office. People who want to remodel should borrow a set.

14. Annual Meeting

The same food will be ordered for the meeting as last year.

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EXECUTIVE SESSION

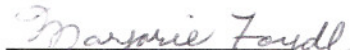
It was unanimously approved to enter into Executive Session to discuss legal and personnel issues. The Board entered into Executive Session at 9:30 pm and reconvened into regular session at 10:20 pm. A motion was made, seconded and passed to carry out decisions made in Executive Session.

NEXT MEETING

The next Board of Directors meeting will be held January 17, 2011 at 7:00 p.m.

ADJOURNMENT

With no further business to discuss, the regular meeting was adjourned at 10:25 pm.-


Marjorie Foydl, Secretary

Submitted by:

Marcia Holly, CMCA®
CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

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