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MINUTES

REGULAR MEETING of the BOARD OF DIRECTORS OF STOCKHOLDERS of ATKINSON TOWERS INC.

DATE: Monday, December 19, 2005

PLACE: On-site, Lobby

BOARD OF DIRECTORS: Chairman Ramin Atabaki (departed 8:30 pm), President Mike Polovcin, Vice President Robert Fahl, Secretary Bobbie Jennings, Treasurer Ashby Ennis, Directors Marvin Heskett and Norman Smith (Substitute Director Jeanne McNeil was also in attendance)

EXCUSED/ABSENT: Directors Peter Hoffmann and Jack Morgan

BY INVITATION: Account Executives (AE) Alan Takumi and Kelli Fiskum, Certified Management, Inc.

STOCKHOLDERS/GUESTS PRESENT:

Jean Carr, 1005; Paul Schroeder, 306; Ed Conway and Linda Hirsch, 1505; Debbie & Margie Frette, 1002; Jake Moore, 505; Mary & Michael Dickson, 606; Paul Coleman, 1106; Anh Lam, 502; Bryan Haines, 501; Jack and Ina Boatright, 1204; Sean Goodspeed, 203; Walt Flood, 1003

CALL TO ORDER: Chairman Atabaki called the meeting to order at 7:00 pm

MAINTENANCE MANAGER'S REPORT: Presented a written and verbal report.

1. Reported leaks in the units on the top floor. The Board unanimously approved soliciting proposals on leveling and recoating the roof. Ed Conway, 1505, volunteered to solicit the proposals.
2. He asked when the alarms are to be set on the stairwell doors and what the policy will be to control the doors. The Chair requested that he draft a policy for the Board to review.

STOCKHOLDERS/GUESTS CONCERNS:

1. Linda Hirsch, 1505, requested that MM Ah Nee post a notice when he is not in the office during his posted office hours. Questioned who to call during emergencies if the MM is not available. AE Takumi told her to call the Certified Management emergency number. She requested a list be maintained in the office of residents who have given their unit key to another resident. Secretary Jennings will investigate.

MAIN OFFICE: 3179 Koapaka Street, Honolulu, Hawaii 96819-5199 * 808- 836-0911 * Fax 808 839-9430

Web: www.certifiedhawaii.com

KONA: 75-170 Hualalai Road, Suite A200, Kailua-Kona, Hawaii 96740 * 808-329-6063 * Fax 808-326-2486

KAUAI: 4-1579 Kuhio Hwy, Suite 102A, Kapaa, Kauai 96746 * 808-821-2122 * Fax: 808-821-2131

MAUI: 270 Hookahi Street, Suite 201, Wailuku, Maui 96793 * 808-243-9565 * Fax 808-244-7848

APPROVAL OF MINUTES:

1. After review, the Minutes of the Regular Board of Directors Meeting of November 7, 2005 were approved as presented

TREASURER'S REPORT:

1. Financial Statements: The Board accepted the financial statements for October and November 2005 to file, subject to audit
2. Delinquent Aging Schedule: AE Takumi reviewed the delinquencies in Executive Session
3. Reserve Funds: No action required
4. Maturing CDs: No action required

COMMITTEE REPORTS:

1. Chairman's Report:
 - a. Coop to Condo Conversion: Chair reported that the building department final inspection is done and is waiting on the report. He has spoken to the attorney and he anticipates the process to take 6 months.
 - b. Land Purchase Assessment Payoff: Chair urged the stockholders who still have this outstanding to payoff soon in order to take advantage of the current interest rates.
2. President's Report: No report
3. HCAAO Report: Requests inputs for the next meeting. Wants suggestions for the HCAAO to take to the Legislators.
4. Window Screens: No report
5. Capital Improvement: No report
6. House Rule Review: Presented the typed draft for review by the Board. To be voted on at the next meeting.
7. Construction Review: No report
8. Newsletter: The Winter edition has been distributed and the Fall edition to go out in March 2006. The Chair voiced her thanks to the following for their help: George Segedin, Paula Luv, Margie Frette, Barbara Speer, Norm Smith, Jean Carr, and especially Jake Moore.

UNFINISHED BUSINESS:

1. Standardized Screen, Glass Enclosure, Walkway Windows, and Tinting Policies: Presented a draft for the Board to review
2. Roofing Project: Covered during the MM report.
3. Kitchen Window Project: Pending roofing project/condo conversion costs.

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4. Construction Bond/Remodeling Fee: Deferred
5. 2006 Reserve Study and Budget Review: AE Takumi presented a proposed budget for 2006. The Board of Directors unanimously approved the 2006 budget. The approved budget increased the maintenance fees by 21.5% to provide for total revenues of \$57,155 per month. Total expenses will be \$84,395 per month and net transfers to reserves of \$-27,240 per month. Maintenance fees to support the approved budget are listed on the second page of the budget and are increased from 2005. The maintenance fees are listed per unit type, per month, effective January 1, 2006. A management fee of \$1,298 (tax inclusive) is increased from 2005.
6. Committee: (Emergency/Security) Deferred

NEW BUSINESS: None

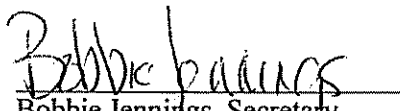
EXECUTIVE SESSION: The Board adjourned into Executive Session at 8:24 pm for legal and personnel issues and reconvened at 9:00 pm. AE Takumi to process the approved bonuses as directed. AE Takumi to direct the association's attorney to send a demand letter for the delinquent owner as per policy. (Chair Atabaki departed at 8:30 pm before the discussion of the citation)

The Board suspended the fine for the citation with the provision that if there is another occurrence, the \$25 fine will be re-established in addition to the \$50 fine. Several directors volunteered to validate additional complaints.

NEXT MEETING:

The next meeting will be the Regular Board of Directors Meeting on Monday, January 23, 2006 in the lobby. Call to order at 7:00 pm.

ADJOURNMENT: Noting the hour and hearing no objections, President Polovcin adjourned the regular meeting at 9:05 pm.


Bobbie Jennings, Secretary

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

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MINUTES

REGULAR MEETING of the BOARD OF DIRECTORS OF STOCKHOLDERS of ATKINSON TOWERS INC.

DATE: Monday, November 7, 2005

PLACE: On-site, Lobby

BOARD OF DIRECTORS: Chairman Ramin Atabaki, President Mike Polovcin, Vice President Robert Fahl, Secretary Bobbie Jennings, Directors Peter Hoffmann, Norman Smith and Jack Morgan (Substitute Director Jeanne McNeil was also in attendance)

EXCUSED/ABSENT: Treasurer Ashby Ennis and Director Marvin Heskett

BY INVITATION: Account Executives (AE) Alan Takumi and Debi Balmilero, Certified Management, Inc.

STOCKHOLDERS/GUESTS PRESENT:

Jean Carr, 1005; Paul Schroeder, 306; George Segedin and Paula Luv, 408; Ed Conway, 1505; Debbie & Margie Frette, 1002; Emmy Lou McGraw, 1506; Jake Moore, 505; Mary & Michael Dickson, 606; Al Shults, 1103; Cora Yee, 1607

CALL TO ORDER: Chairman Atabaki called the meeting to order at 7:13 pm

MAINTENANCE MANAGER'S REPORT: Presented a verbal report.

1. He voiced his objection to the complaint from unit 502 on the tailgating issue.
2. He asked about the process of enforcing the policy of calling the police on an individual trespassing on property.

STOCKHOLDERS/GUESTS CONCERNS:

1. Mary Dickson, 606, asked about the condo conversion. Covered in the Chairman's report.

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APPROVAL OF MINUTES:

1. After review, the Minutes of the Regular Board of Directors Meeting of October 17, 2005 were approved as amended. Under Stockholders/Guests Present: deleted "&" between Paula Luv, 408.

TREASURER'S REPORT:

1. Financial Statements: No action
2. Delinquent Aging Schedule: AE Takumi reviewed the delinquencies
3. Reserve Funds: No action required
4. Maturing CDs: No action required

COMMITTEE REPORTS:

1. Chairman's Report:
 - a. Coop to Condo Conversion: Chair reported that they have resolved the parking issue and are ready for the building department's final inspection.
 - b. He reported on an issue with the City & County Planning & Permitting. Their position is that the building and parking lots is a single consolidated lot. The association's attorney is looking further into this matter and has contacted the Department of Planning and Permitting and the City Corporation counsel to seek resolution at the earliest possible date.
2. President's Report: No report
 - a. Process and Protocol: Pending sales on several units
3. HCAAO Report: Requests inputs for the next meeting. Wants suggestions for the HCAAO to take to the Legislators.
4. Window Screens: No report
5. Capital Improvement: No report
6. House Rule Review: No report
7. Construction Review: No report

UNFINISHED BUSINESS:

1. Standardized Screen, Glass Enclosure, Walkway Windows, and Tinting Policies: Deferred

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2. Roofing Project: Chair Atabaki suggested having one elevator used to remove roof debris to reduce the cost of the roofing project.
3. Kitchen Window Project: Pending roofing project/condo conversion costs.
4. Construction Bond/Remodeling Fee: Deferred
5. 2006 Reserves and Budget: Deferred, AE Takumi to send a letter to all stockholders stating the Board may consider a 21.5% increase in maintenance fees.
6. Committee: (Emergency/Security) Deferred

NEW BUSINESS:

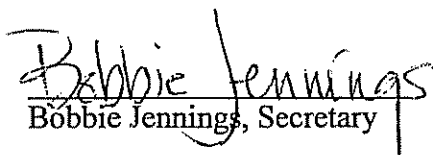
1. Newsletter: Secretary Jennings volunteered to chair a newsletter committee with assistance from Jake Moore. The Board approved a quarterly newsletter that requires approval from the majority of the Board before distribution. Costs estimated at \$55 per month.
2. Holiday Party: Secretary Jennings proposed a holiday party for the residents. The stockholders in attendance were asked and no one responded favorably to this. This idea died for lack of interest.

EXECUTIVE SESSION: None

NEXT MEETING:

The next meeting will be the Regular Board of Directors Meeting on Monday, December 19, 2005 in the lobby. Call to order at 7:00 pm.

ADJOURNMENT: Noting the hour and hearing no objections, Chair Atabaki adjourned the regular meeting at 8:33 pm.


Bobbie Jennings, Secretary

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

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MINUTES

REGULAR MEETING of the BOARD OF DIRECTORS OF STOCKHOLDERS of ATKINSON TOWERS INC.

DATE: Monday, October 17, 2005

PLACE: On-site, Lobby

BOARD OF DIRECTORS: Chairman Ramin Atabaki, President Mike Polovcin, Vice President Robert Fahl, Secretary Bobbie Jennings, Treasurer Ashby Ennis, Directors Peter Hoffmann, Marvin Heskett and Substitute Director Jeanne McNeil for Norman Smith

EXCUSED/ABSENT: Directors Norman Smith and Jack Morgan

BY INVITATION: Account Executive (AE) Alan Takumi, Certified Management, Inc.

STOCKHOLDERS/GUESTS PRESENT: Ann Lam, 502; Margie & Debbie Frette, 1002; Anita Bullo & Jim Healy, 1202; Jim Welch, 1001; George Segedin, 408; Bryan Haines, 501; Walt Flood, 1102, 1204, 1407; Paula & Luv, 408; Tommy Tomlinson & Lisa Thomas, 705; Terrilea Burnett, 706; Caroline Sluyter, 201

CALL TO ORDER: Chairman Atabaki called the meeting to order at 7:00 pm

MAINTENANCE MANAGER'S REPORT: Presented a written and verbal report.

1. Walkway Painting: President Polovcin disclosed that he has two painters that work for him who will be available to do the painting. The Board unanimously approved hiring the two painters with President Polovcin abstaining.
2. Pressure Washer: The Board approved up to \$500 for a new pressure washer

STOCKHOLDERS/GUESTS CONCERNS:

1. Ann Lam, 502, voiced a complaint about MM Ah Nee's call to her about letting someone in the building after her (tailgating)
2. Brian Haines, 501, asked about the condo conversion

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3. Numerous stockholders complained about excessive noise from unit 806
4. Bobbie Jennings, 1004, voiced concerns about the lobby door remaining open too long
5. Director McNeil moved that whenever Ron Rush appears on the property, the police will be called. Passed unanimously

APPROVAL OF MINUTES:

1. After review, the Minutes of the Regular Board of Directors Meeting of September 19, 2005 were approved as presented

TREASURER'S REPORT:

1. Financial Statements: The September Financial Statement were accepted for file subject to audit.
2. Delinquent Aging Schedule: AE Takumi reviewed the delinquencies
3. Reserve Funds: No action required
4. Maturing CDs: Continue to cash out until further notice by the Board or Treasurer

COMMITTEE REPORTS:

1. Chairman's Report:
 - a. Coop to Condo Conversion: Building department working with Chair Atabaki to work out the parking issue. Also suggested the land purchase assessment be paid off within 90 days.
2. President's Report:
 - a. Process and Protocol: Pending sales on several units
3. HCAAO Report: No meeting.
4. Window Screens: On-going, permits issued
5. Capital Improvement: No report
6. House Rule Review: In progress, a disk of the House Rules to be given to Secretary Jennings
7. Construction Review: No report

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UNFINISHED BUSINESS:

1. Standardized Screen, Glass Enclosure, Walkway Windows, and Tinting Policies: Treasurer Ennis to redo
2. Roofing Project: The Board is soliciting proposals
3. Kitchen Window Project: Pending roofing project/condo conversion costs.
4. Construction Bond/Remodeling Fee: Deferred
5. 2006 Reserves and Budget: Deferred
6. Committee: (Emergency/Security) Deferred

NEW BUSINESS: None

EXECUTIVE SESSION: The Board adjourned into Executive Session at 8:32 pm to discuss legal issues and reconvened at 8:56 pm. Director Hoffman agreed to be the point of contact for the issues related to unit 806. The Board revised the Key Fob policy to issue 3 fobs to each unit and if any additional fobs are requested, they will be purchased for \$50 apiece. No refundable deposit for the key fobs will be established. Everyone who left a deposit for a third key fob will have it refunded.

NEXT MEETING:

The next meeting will be the Regular Board of Directors Meeting on Monday, November 7, 2005 in the lobby. Call to order at 7:00 pm.

ADJOURNMENT: Noting the hour and hearing no objections, Chair Atabaki adjourned the regular meeting at 8:57 pm.


Bobbie Jennings, Secretary

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

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MINUTES

REGULAR MEETING of the BOARD OF DIRECTORS OF STOCKHOLDERS of ATKINSON TOWERS INC.

DATE: Monday, September 19, 2005

PLACE: On-site, Lobby

BOARD OF DIRECTORS: President Mike Polovcin, Vice President Robert Fahl, Secretary Bobbie Jennings, Treasurer Ashby Ennis, Directors Jack Morgan, Peter Hoffmann, Marvin Heskett and Substitute Director Jeanne McNeil for Norman Smith

EXCUSED/ABSENT: Chairman Ramin Atabaki and Director Norman Smith

BY INVITATION: Account Executive (AE) Alan Takumi, Certified Management, Inc.

STOCKHOLDERS/GUESTS PRESENT: Margie and Debbie Frette, 1002; Ed Conway 1505; Jean Carr, 1005; Scott Poarch, 1003; Jake Moore, 505; Paul Schroeder and Maria Monasterios, 306; Michael Dickson, 606; Whitey Yamamoto, 1008; Sean Goodspeed, 203

CALL TO ORDER: President Polovcin called the meeting to order at 7:00 pm

STOCKHOLDERS/GUESTS CONCERNS:

1. Paul Schroeder, 306, asked about painting his entry door. The Board suggested using mineral oil to clean it.
2. Ed Conway, 1505, presented proposed sound proofing for hard floor covering to the Board.
3. Jean Carr, 1005, voiced concerns about the on-going remodeling in the units. Objects to owners adding additional rooms and voiced her concerns with owners remodeling without the Board's approval.
4. Jeanne McNeil, 706, reported more noise from unit 806 and asked what had been done and what will be done to a repeated offender.

5. Jeanne McNeil, 706, read two letters from the owner of unit 802, Donna Jackson. Complaints of construction dust filling her apartment from a neighbor's construction and asked that BOD find the source and let her know. She also objected to the amount of construction noise in the building lately. Her second letter reported mold in her unit from past leaks, and she asked the BOD's help in removing it.
6. Betty Snowden, 902, asked about the status of her renovation request. The President stated it was approved and thanked her for the completeness of her request.

MAINTENANCE MANAGER'S REPORT: Presented a written and verbal report.

1. The Board unanimously approved a notice to have all plants removed from the front of the electrical rooms on each floor within one week. This is to comply with the Fire Department's requirement.

APPROVAL OF MINUTES:

1. After review, the Minutes of the Regular Board of Directors Meeting of July 18, 2005 were approved as amended. Under stockholders concerns; 3. Tommy Tomlinson's unit is 706. The Minutes of the Organizational Meeting of August 6, 2005 were approved as amended. The date of the meeting was incorrectly listed as July 23, 2005.

TREASURER'S REPORT:

1. Financial Statements: The June to August Financial Statements were accepted for file subject to audit.
2. Delinquent Aging Schedule: AE Takumi reviewed the delinquencies
3. Reserve Funds: No action required
4. Maturing CDs: Continue to cash out until further notice by the Board or Treasurer

COMMITTEE REPORTS:

1. Chairman's Report:
 - a. Coop to Condo Conversion: Parking issue has come up again
2. President's Report:
 - a. Process and Protocol: Request all proposed agenda items be sent to the President, who will direct additions to the agenda to AE Takumi
 - b. There will be forms in the office covering all aspects of construction work, renting, selling.
3. HCAAO Report: No meeting. Secretary Jennings reported that she will also attend the Moiliili Resident Managers Association meetings.

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4. Window Screens: On-going, waiting on building permit.
 - a. It was moved to have the current window screens removed upon any changes of residents and an approved window tint be installed for safety purposes. The motion passed with two opposed (Secretary Jennings and Director McNeil)
5. Bulletin Board:
 - a. A six-month test was completed and accepted.
 - b. The Committee was disbanded with thanks from the Board
6. Capital Improvement: No report
7. House Rule Review: In progress

UNFINISHED BUSINESS:

1. Standardized Screen, Glass Enclosure, Walkway Windows, and Tinting Policies: Treasurer Ennis to redo
2. Roofing Project: The Board is soliciting proposals
3. Kitchen Window Project: Awaiting building permit and pending roofing project/condo conversion costs.
4. Elevator Security: The Board unanimously approved the combined \$6,000 proposal from First Alarm Security and Otis Elevator to install the key fob system in the elevators.
5. Construction Bond/Remodeling Fee: In work

NEW BUSINESS:

1. Core Key Deposits: The Board appointed Treasurer Ennis to resolve
2. 2006 Reserves and Budget: A budget meeting was tentatively established for Wednesday, September 28, 2005 at 1:00 pm at Certified Management.
3. "Right of First Refusal" Re-draft Language & Establish Criteria: After discussion, this issue was tabled.
4. New Committees:
 - a. President Polovcin established a Construction Review Committee with himself, Vice President Fahl, and Treasurer Ennis as members.
 - b. Emergency/Security Committee establishment was deferred.

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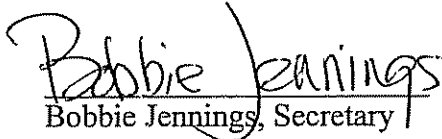
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EXECUTIVE SESSION: None

NEXT MEETING:

The next meeting will be the Regular Board of Directors Meeting on Monday, October 17, 2005 in the lobby. Call to order at 7:00 pm.

ADJOURNMENT: Noting the hour and hearing no objections, President Polovcin adjourned the regular meeting at 9:12 pm.


Bobbie Jennings, Secretary

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

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MINUTES

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DATE: Monday, July 18, 2005

PLACE: On-site, Lobby

BOARD OF DIRECTORS: President Robert Fahl, Vice President Mike Polovcin, Secretary Peter Hoffmann, Treasurer Ashby Ennis, and Director Jack Morgan

EXCUSED/ABSENT: Chairman Ramin Atabaki and Director Norman Smith

BY INVITATION: Account Executive (AE) Alan Takumi, Certified Management, Inc.

STOCKHOLDERS/GUESTS Several stockholders attended
PRESENT:

CALL TO ORDER: President Fahl called the meeting to order at 7:01 pm

STOCKHOLDERS/GUESTS CONCERNS:

1. Jean Carr, 1005, voiced concerns about the elevator security. Is on the agenda under unfinished business.
2. Jeanne McNeil, 706, introduced her tenant who reported excessive construction noise from the unit above. The board discussed in executive session.
3. Tommy Tomlinson, ⁷⁰⁵~~706~~, also reported on the noise
4. Paul Schroeder, 306, complained about the construction noise from Yacht Harbor Towers. Bobbie Jennings reported that she talked to the manager and they have the proper permits to do the work and will be doing more in the future. They are investigating some noise abatement. Paul asked about the blue door on the second floor. President Fahl stated it is a test. Paul also asked about the timeframe for the condo conversion. No definite time has been established.

MAINTENANCE MANAGER'S REPORT: No report given

APPROVAL OF MINUTES:

1. After review, the Minutes of the Regular Board of Directors Meeting of June 20, 2005 were approved as presented

TREASURER'S REPORT:

1. Financial Statements: The May Financial Statement was accepted for file subject to audit.
2. Delinquent Aging Schedule: AE Takumi reviewed the delinquencies
3. Reserve Funds: The Board unanimously approved the transfer of \$25,000 from reserves to checking to pay for the spalling repairs.
4. Maturing CDs: Continue to cash out until further notice by the Board or Treasurer

COMMITTEE REPORTS:

1. Chairman's Report:
 - a. Coop to Condo Conversion: Waiting for final clearance from the building department.
2. President's Report: Requested volunteers to help with establishing the condominium documents
3. HCAAO Report: A written report was presented
4. Window Screens: On-going
5. Bulletin Board:
 - a. A six-month test is on-going for the bulletin board.
6. Welcoming: No report
7. Capital Improvement: No report

UNFINISHED BUSINESS:

1. House Rule Review: The Board established a committee to review. President Fahl, Treasurer Ennis, Bobbie Jennings, and Jeanne McNeil to be the committee.
2. Standardized Screen, Glass Enclosure, Walkway Windows, and Tinting Policies: Deferred
3. Roofing Project: The Board is soliciting proposals
4. Kitchen Window Project: Awaiting building permit.

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5. Elevator Security: The Board will solicit costs for the key fob system installation in the elevators

NEW BUSINESS:

1. Annual Meeting Cumulative Voting: The Board unanimously approved cumulative voting for the annual meeting.
2. Remodeling Fee: The President appointed Vice President Polovcin to draft a policy for bonding contractors.

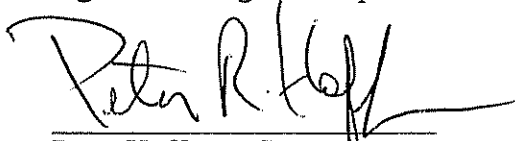
EXECUTIVE SESSION:

The Board adjourned into executive session at 8:34 pm to discuss legal issues and reconvened at 9:01 pm. AE Takumi to send a letter to unit 806.

NEXT MEETING:

The next meeting will be the Annual Meeting on Saturday, August 6, 2005 at the Ala Moana Hotel. Registration at 9:30 am with Call to Order at 10:00 am.

ADJOURNMENT: Noting the hour and hearing no objections, President Fahl adjourned the regular meeting at 9:01 pm.



Peter Hoffman, Secretary

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

Alan I. Takumi, CMCA®, AMS™, ARM®
Account Executive

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Alan Takumi

HCAAO REPORT FOR JULY 2005

This was to be the Annual Meeting, but a quorum could not be met (too many people on holiday in July). A message we at AT should take note of?

The topic was about subjects the BOD should keep an eye on and help change.

- 1. Insurance: Currently A.T.'s insurance pays for water leaks from apartments. Work on changes to where the home owner would pay the deductible.**
- 2. Human Resources: (a) Stricter employee background check; (b) Illegal to trade an apartment for salary; (c) independent contractors working over 40 hours.**
- 3. Budget and Reserves: Planning should not require the necessity of special assessments. The Reserve Law is weak and should be re-written, tying in with the Registration form we must fill out every two years.**

The Annual Meeting is September 8.

Submitted by Bobbie Jennings



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Unapproved Final DRAFT

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MINUTES

ORGANIZATIONAL MEETING of the Board of Directors for ATKINSON TOWERS, INC.

DATE: Saturday July 23, 2005

PLACE: Ala Moana Hotel
410 Atkinson Drive
Honolulu, Hawaii 96814

BOARD OF DIRECTORS: Directors Ramin Atabaki, Robert Fahl, Ashby Ennis, Jr., Michael Polovcin, Peter Hoffmann, Marvin Heskett, III, Bobbie Jennings, and Jack Morgan

EXCUSED/ABSENT: Director Norman Smith

BY INVITATION: Account Executive (AE) Alan Takumi, Certified Management, Inc.

CALL TO ORDER: AE Takumi assumed the chair as Chair Pro Tem and called the meeting to order at 12:05 p.m. He announced that, unless there was an objection, he would act as Chairman Pro Tem for this meeting for the election of officers. There were no objections. AE Takumi was also appointed Recording Secretary for this meeting.

APPOINTMENT OF
SUBSTITUTE DIRECTOR: The Board unanimously appointed Jeanne McNeil as a substitute director, per By-Law, article III, section 6. She is to fill in for Director Norman Smith whenever he is off-island.

ELECTION OF OFFICERS: The Chair opened the floor for nominations to elect the officers for the Board of Directors. The following were elected by acclamation:

Chairman	Ramin Atabaki
President	Michael Polovcin
Vice President	Robert Fahl
Secretary	Bobbie Jennings
Treasurer	Ashby Ennis, Jr.

NEXT MEETING:

The next regular meeting of the Board of Directors is scheduled for Monday, September 19, 2005 at 7:00 pm on site in the lobby.

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MAUI: 270 Hookahi Street, Suite 201, Wailuku, Maui 96793 * 808-243-9565 * Fax: 808-244-8697

ADJOURNMENT:

Noting the hour and hearing no objections, Chair Takumi adjourned the meeting at 12:40 pm.

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.



Alan I. Takumi, CMCA®, AMS™, ARM®
Account Executive
Recording Secretary

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1-D-3

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MINUTES

REGULAR MEETING of the BOARD OF DIRECTORS OF STOCKHOLDERS of ATKINSON TOWERS INC.

DATE: Monday, June 20, 2005

PLACE: On-site, Lobby

BOARD OF DIRECTORS: President Robert Fahl, Vice President Mike Polovcin, Secretary Peter Hoffmann, and Treasurer Ashby Ennis

EXCUSED/ABSENT: Chairman Ramin Atabaki, Directors Norman Smith and Jack Morgan

BY INVITATION: Account Executive (AE) Alan Takumi, Certified Management, Inc.

STOCKHOLDERS/GUESTS Several stockholders attended
PRESENT:

CALL TO ORDER: Vice President Polovcin took the chair and called the meeting to order at 7:00 pm

STOCKHOLDERS/GUESTS CONCERNS:

1. Bobby Jennings, 1004, voiced concerns about the workmen on the 11th floor leaving butts (needs supervision) and noise from Yacht Harbor Towers

MAINTENANCE MANAGER'S REPORT: A written and verbal report was given

APPROVAL OF MINUTES:

1. After review, the Minutes of the Regular Board of Directors Meeting of May 24, 2005 were approved as presented

TREASURER'S REPORT:

1. Financial Statements: The May Financial Statement was acceptance was deferred.
2. Delinquent Aging Schedule: AE Takumi reviewed the delinquencies

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3. Reserve Funds: no action taken
4. Maturing CDs: Continue to cash out until further notice by the Board or Treasurer

COMMITTEE REPORTS:

1. Chairman's Report:
 - a. Coop to Condo Conversion: Building permit done, at the attorney
2. President's Report: No report
3. HCAAO Report: No report
4. Window Screens: On-going
5. Bulletin Board:
 - a. A six-month test is on-going for the bulleting board.
6. Welcoming: Secretary Hoffman to develop a welcoming package
7. Capital Improvement: No report

UNFINISHED BUSINESS:

1. House Rule Review: Attorney reviewing
2. Standardized Screen, Glass Enclosure, Walkway Windows, and Tinting Policies: Deferred
3. Roofing Project: The Board is soliciting proposals
4. Kitchen Window Project: Awaiting building permit.
5. Elevator Security: The Board will investigate

NEW BUSINESS:

1. Swimming Pool Ballot: To be added to the Annual Meeting mailout

EXECUTIVE SESSION:

The Board adjourned into executive session at 7:43 pm to discuss legal and personnel issues and reconvened at 8:34 pm.

NEXT MEETING:

The next meeting will be the Regular Board Meeting on Monday, July 18, 2005 at 7:00 pm in the Lobby

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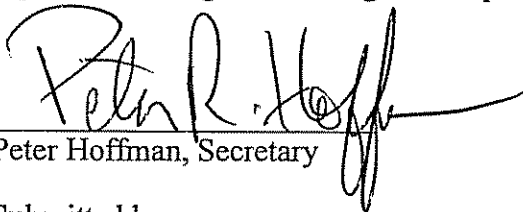
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ADJOURNMENT: Noting the hour and hearing no objections, Vice President Polovcin adjourned the regular meeting at 8:34 pm.


Peter Hoffman, Secretary

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

Alan I. Takumi, CMCA®, AMS™, ARM®
Account Executive

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MINUTES

REGULAR MEETING of the BOARD OF DIRECTORS OF STOCKHOLDERS of ATKINSON TOWERS INC.

DATE: Tuesday, May 24, 2005 (Changed from Monday, May 16, 2005 per request of AE Takumi due to a scheduling conflict)

PLACE: On-site, Lobby

BOARD OF DIRECTORS: Chairman Ramin Atabaki, President Robert Fahl, Vice President Mike Polovcin, Secretary Peter Hoffmann, Treasurer Ashby Ennis, and Director Jack Morgan

EXCUSED/ABSENT: Director Norman Smith

BY INVITATION: Account Executive (AE) Alan Takumi, Certified Management, Inc.

STOCKHOLDERS/GUESTS Several stockholders attended
PRESENT:

CALL TO ORDER: Chairman Atabaki called the meeting to order at 7:00 pm

STOCKHOLDERS/GUESTS CONCERNS:

1. Jim Welch, 1001, voiced concerns about the louvered windows
2. Jean Carr, 1005, voiced concerns about security, especially no elevator key
3. Bobby Jennings, 1004, praised the Parliamentarian Seminar she attended and requested the Board have a copy of the handout.
4. Ed Conway, 1505, voiced concerns about crime in the building
5. Walt Flood, talked about fire sprinkler installation

MAINTENANCE MANAGER'S REPORT: No report submitted

APPROVAL OF MINUTES:

1. After review, the Minutes of the Regular Board of Directors Meeting of April 18, 2005 were approved as presented

TREASURER'S REPORT:

1. Financial Statements: The April Financial Statement was accepted for file, subject to audit.
2. Delinquent Aging Schedule: AE Takumi reviewed the delinquencies
3. Reserve Funds: no action taken
4. Maturing CDs: No action taken

COMMITTEE REPORTS:

1. Chairman's Report:
 - a. Char Negotiation Update: Tabled until negotiations start
 - b. Coop to Condo Conversion: Awaiting after-the-fact building permit.
2. President's Report: No report
3. HCAAO Report: Written report given
4. Window Screens: On-going
5. Newsletter: Changed name to Bulletin Board
 - a. A six-month test is on-going for the bulleting board.
6. Welcoming: Secretary Hoffman to develop a welcoming package
7. Capital Improvement: No report

UNFINISHED BUSINESS:

1. House Rule Review: Attorney reviewing
2. Standardized Screen, Glass Enclosure, Walkway Windows, and Tinting Policies: Treasurer Ennis to revise
3. Walkway Panel Test: Tabled
4. Roofing Project: The Board is soliciting proposals
5. Kitchen Window Project: Awaiting building permit. The Board authorized a maximum of \$950 for reimbursement for previously window replacement
6. Proposed Part-time Office Assistant: Tabled

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NEW BUSINESS:

1. Shopping Cart Policy: Tabled
2. Auditor Proposal: The Board approved the proposal from Dan Sullivan for \$930 plus tax per year for three years.
3. Addition to Annual Meeting Agenda: Changing of resolutions passed in 1994 was tabled
4. Elevator Security: The Board will investigate
5. Annual Meeting Date Change: Due to the request of the Board, the Annual Meeting date was changed from July 23, 2005 to August 6, 2005.
6. Add to Annual Meeting Agenda: To be covered at the Stockholders Forum:
 - a. Sprinkler system installation
 - b. Coop to Condo Conversion
 - c. Identifying common/limited common elements
 - d. Effect on stockholders who haven't paid off the land purchase assessment
7. Louver Window: The Board agreed that the stockholders are responsible to maintain the louver windows. Treasurer Ennis to investigate replacement windows

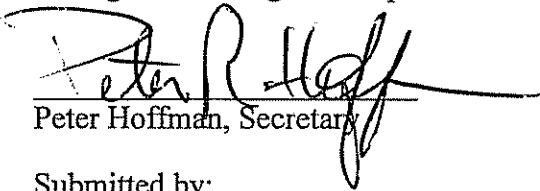
EXECUTIVE SESSION:

The Board adjourned into executive session at 8:43 pm to discuss legal issues and reconvened at 9:18 pm.

NEXT MEETING:

The next meeting will be the Regular Board Meeting on Monday, June 20, 2005 at 7:00 pm in the Lobby

ADJOURNMENT: Noting the hour and hearing no objections, Chairman Atabaki adjourned the regular meeting at 9:20 pm.



Peter Hoffman, Secretary

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

Alan I. Takumi, CMCA®, AMS™, ARM®
Account Executive

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Alan Takumi

From: Bjen14@aol.com
Sent: Friday, May 13, 2005 1:00 PM
To: Alan@Certifiedhawaii.com
Subject: HCAAO Committee report

Alan: Please make copies for each Board member and distribute with Minutes/Agenda for May's meeting

HCAAO NOTES - From Meeting of May 12, 2005

The guest speaker was Councilperson Ann Kobayashi. The subject was "More Taxes?"

Trash Collection: I questioned the fairness of charging trash collection taxes to those of us who must pay for private garbage collection because the City trucks cannot pickup from our property. The answer was: It's a basic necessity like paying for schools....everyone pays.

Sewer Fees: Beginning July 1 of this year, sewer fees will increase by 25%. Next year at this time they will increase by another 10%, and 10% for the next four years.

Recycling: There is no law in the works to make recycling mandatory. We were lauded for our volunteer efforts to create a recycling area.

Retrofitting for Water Sprinklers: Despite the Fire Departments lobbying for a bill to make this mandatory, HCAAO is opposed and will continue to testify against any such bill.

Property Taxes: The rates didn't change...the assessment did. She agreed the current system is unfair – that if an apartment in a condo or coop makes major improvements and thus sells the unit at a much higher price than the others, the property tax on ALL the units increases. No solution was offered.

Legislative Update: Two bills were passed and sent to the Governor for her signature:

SB1132CD1 - The recodification of condominium and coop laws. This bill was delayed so will not become effective until next year. That means we can still request changes in those laws.

SB1798 – In non-profit corporations such as ours, the law now requires a vote of a majority of owners to remove and replace a member of the Board. Accumulative voting cannot be used. (Currently our by-laws required 2/3 of the stockholders).

The City and State are setting up a committee to study the number of seniors in the State and the possibility of organizing home care in condos. They are looking for volunteers to attend the meetings and help with the research. We in Atkinson have two people currently working in that field. My suggestion would be to ask them to become involved as our representatives.

Submitted by
Bobbie Jennings



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MINUTES

REGULAR MEETING of the BOARD OF DIRECTORS OF STOCKHOLDERS of ATKINSON TOWERS INC.

DATE: Monday, April 18, 2005

PLACE: On-site, Lobby

BOARD OF DIRECTORS: President Robert Fahl, Vice President Mike Polovcin, Secretary Peter Hoffmann, Treasurer Ashby Ennis, Directors Jack Morgan, and Norman Smith

EXCUSED/ABSENT: Chairman Ramin Atabaki

BY INVITATION: Account Executive (AE) Alan Takumi, Certified Management, Inc.

STOCKHOLDERS/GUESTS Several stockholders attended
PRESENT:

CALL TO ORDER: President Fahl passed the Chair to Vice President Polovcin who called the meeting to order at 7:04 pm

STOCKHOLDERS/GUESTS CONCERNS: None

MAINTENANCE MANAGER'S REPORT:

1. Written report was presented

APPROVAL OF MINUTES:

1. After review, the Minutes of the Regular Board of Directors Meeting of March 21, 2005 were approved as amended. The attached report: delete paragraph one and revised the Special Note.

TREASURER'S REPORT:

1. Financial Statements: The March Financial Statement was accepted, subject to audit.
2. Delinquent Aging Schedule: AE Takumi reviewed the delinquencies

3. Reserve Funds:
 - a. The Board ratified the transfer of \$13,373.04 from reserves to checking on 2/17/05.
 - b. The Board later approved the transfer of \$20,000 from reserves to checking to pay the down payment for spalling repaired. (see new business for contract approval)

4. Maturing CDs: No action taken

COMMITTEE REPORTS:

1. Chairman's Report:
 - a. Char Negotiation Update: On hold
 - b. Coop to Condo Conversion: Awaiting after-the-fact building permit.
2. President's Report:
 - a. Investigating alternatives to parking
3. HCAAO Report: No meeting held, no report.
4. Window Screens: On-going
5. Newsletter:
 - a. A six-month test is on-going for the bulleting board.
 - b. Complaint made on lighting, suggested using bigger font for notices
6. Welcoming: Committee to develop a welcoming package
7. Bike Rack: Committee reported no viable solution seemed available. Committee disbanded with thanks from the Board.

UNFINISHED BUSINESS:

1. House Rule Review: Attorney reviewing
2. Standardized Screen, Glass Enclosure, Walkway Windows, and Tinting Policies: Treasurer Ennis to revise
3. Walkway Panel Test: On-going
4. Roofing Project: The Board is soliciting proposals
5. Kitchen Window Project: Awaiting building permit
6. Proposed Part-time Office Assistant: Deferred

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NEW BUSINESS:

1. Fire Alarm Door Installation: To be done with the lobby work
2. Proposal for Rail Post Spalling Repair: The Board approved the proposal from Construct, Inc with a cap of \$55,572 and proof of liability coverage by the contractor. Board approval needed for any costs above the cap. The Board approved the transfer of \$20,000 from reserves for the down payment.
3. Insurance Renewal: The Board approved the renewal as submitted by Insurance Factors
4. Change of Annual Meeting Date: The Board approved the change of the Annual Meeting date from July 16, 2005 to July 23, 2005 due to facility availability.
5. Capital Improvement Committee: The Board established this committee with Vice President Polovcin to chair.

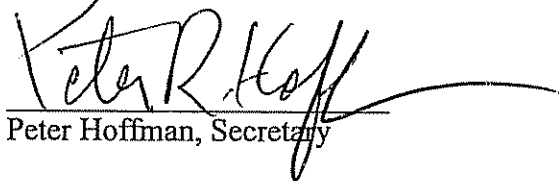
EXECUTIVE SESSION:

The Board adjourned into executive session at 8:37 pm to discuss legal issues and reconvened at 8:50 pm.

NEXT MEETING:

The next meeting will be the Regular Board Meeting on Monday, May 16, 2005 at 7:00 pm in the Lobby

ADJOURNMENT: Noting the hour and hearing no objections, Vice President Polovcin adjourned the regular meeting at 8:50 pm.



Peter Hoffman, Secretary

Submitted by:

CERTIFIED MANAGEMENT, INC.
Agent for ATKINSON TOWERS, INC.

Alan I. Takumi, CMCA®, AMS™, ARM®
Account Executive

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