

**MINUTES OF THE BOARD OF DIRECTORS' MEETING  
THE COLLECTION  
APRIL 27, 2017**

**CALL TO ORDER**

President Krahulik called the meeting to order at 6:00 p.m.

**BOARD MEMBER ATTENDANCE.**

Members Present: President Joe Krahulik, Secretary Howard Kam, Treasurer Sun Kim, Directors Ken Shimada, Ryan Kamo, Sandra Billington, and Carleton Ching (*upon being elected to fill the vacant position*).

Members Absent: Vice President Henry Lew and Director Lee Cranmer.

Present by Invitation: Jon McKenna, Management Executive, Hawaiiana Management  
Al Guzman, General Manager, The Collection

**BOARD VACANCY**

Secretary Kam moved to elect Carleton Ching to fill the Board vacancy due to the resignation of Robert Pickett. The motion carried by unanimous consent. Director Ching will serve until 2019, which represents the remainder of the term left vacant.

**MINUTES**

Director Kamo moved to approve the Regular Meeting minutes of March 23, 2017. The motion carried by unanimous consent.

**DEVELOPER'S REPORT**

Developer representative Sandra Billington submitted and reviewed a written report.

**MANAGEMENT REPORT**

Management Executive McKenna submitted and reviewed a written report.

**GENERAL MANAGER'S REPORT**

GM Guzman submitted and reviewed a written report.

- A. Irrigation Drip System – Secretary Kam moved to approve installation of an irrigation drip system by Takano Nakamura Landscaping at a cost of \$4,173 (tax inclusive) along the Keawe Street Tower Lobby exterior glass and Ala Moana Blvd. Lofts exterior glass. The motion carried by unanimous consent.

**TREASURER'S REPORT**

The financial statements for March 2017 were reviewed and accepted, subject to audit.

**COMMITTEE REPORTS**

- A. Ad-Hoc Committee, Purchase Opportunity – Chair Kam reported the loan ballot package was mailed to all owners and a Town Hall meeting was held on April 25<sup>th</sup>. A Question & Answer document about the purchase opportunity is being finalized and will be distributed to all owners next week.
- B. Budget & Finance Committee – No report.

- C. Design Review & Building Maintenance Committee – Chair Kamo reported 38 applications have been received, of which 31 have been approved (primarily flooring changes), 3 denied (exterior lanai tile), and 3 are pending submittal of additional information from the owner.
- D. House Rules Committee
  - a. Request for Action, Revisions to the House Rules – Deferred.
- E. Social Activities – Chair Billington reported the next committee meeting will be scheduled in May to begin planning for a July 4<sup>th</sup> event. The Board extended a thank you to Sandra and the committee for the very well received Easter event.

#### **UNFINISHED BUSINESS**

- A. Tower Sub-Meter Readings (Lost Data) – Deferred.
- B. Reserve Study – President Krahulik moved to approve the proposal submitted by Akamai Reserves to conduct a Level 1 reserve study at a cost of \$9,600 (plus tax). President Krahulik, Secretary Kam, and Directors Shimada, Kamo, and Billington voted in favor. Treasurer Kim opposed. Director Ching abstained as he has not reviewed the proposals as a result of being elected to the Board at this meeting. The motion carried.
- C. Selection of Association Auditor – Deferred.

#### **NEW BUSINESS.**

- A. M415 Fine Appeal – Hearing no objections, the request to waive the fine was denied.
- B. 2<sup>nd</sup> Floor Parking Garage. Request for Automatic Door Fob Installation – Deferred.

#### **NEXT BOARD MEETING**

The next Regular Board of Directors meeting will be held on Thursday, May 25, 2017, 6:00 p.m., on the 7<sup>th</sup> Floor Club Room.

#### **EXECUTIVE SESSION**

The meeting adjourned into Executive Session to discuss legal and personnel matters at 7:33 p.m. and was called back to order at 7:59 p.m.

- A. Resident Lockout – The Board approved the Residential Lockout Policy and Procedure and limited key access to six (6) staff.
- B. Delinquency Report – The delinquency report was reviewed.
- C. Document Request Procedure and Availability for Documents Pertaining to the Loan Proposal – The Board approved to provide the Request for Action, with related Exhibits, to any owner who has submitted a written request.

**ADJOURNMENT.** The Meeting was adjourned at 7:59 p.m.

Respectfully Submitted:

*Jon McKenna*

Jon McKenna

Board Approved Date: May 25, 2017