

**AOUO THE COLLECTION
BOARD OF DIRECTORS MEETING
MINUTES
FEBRUARY 23, 2021**

I. CALL TO ORDER

President Funakoshi called the Board of Directors meeting for AOUO The Collection to order at 6:03 PM via videoconference.

II. ATTENDANCE

Board Members: President Rodney Funakoshi, Vice President Wei-Kung Wang, Secretary Debra Ishihara-Wong; Treasurer Joseph Krahulik, Directors Henry Lew, and Edison Ting

Excused: None.

Absent: Director Taylor Nguyen and Tyler Street

By Invitation: Debi Balmilero, CMCA[®], AMS[®], PCAM[®], Management Executive, Hawaiiana Management Company, Ltd.; Mike Baker, and Desmond Oliviera, The Collection Management

Guests: Unit 405, Lynnette Fujimori; Unit 503, Francis Calleon; Unit 909, Erin Oda; Unit 1708, Amanda Schwarzwaldler; Unit 1606, Suzanne Lee; Unit 2009, Tim Brown; Unit 2806, Sandy Furuike; Unit 3006, Roy Howard; Unit 3909, Pam Chan; Unit 3910, Darold Wong; Unit 4301, Demir Abdurrasid; Unit 4306, Kiyooki Yanase; and Unit 4307, Cliff Ishigaki & Barbara Donlan

(Note: Guests were present only during Regular Session)

III. MINUTES

There being no corrections, the Board by unanimous consent, approved the minutes for the meetings of as January 26, 2021 as distributed.

IV. REPORTS

A. Treasurer's Report

The Board, by unanimous consent, accepted the January 2021 financial statements, subject to audit.

B. General Manager

The written report from the Management Office has been provided and is on file with the management office.

a. Unit – High Risk Component List

GM Baker present the Board with a high risk component list for their review

b. COVID -19 – Reopening Tier 3

GM Baker noted that his staff will be opening the lobby and recreation areas a little more with the return of furniture in the common areas.

c. Pet Nuisance Protocol

GM Baker provided the Board with a new staff protocol for handling future pet nuisance incidents.

d. Garage Floor Scrubber

A **motion** was made by Secretary Ishihara-Wong and seconded by Treasurer Krahulik to accept the proposal from Lamers Enterprise Inc. for a Nobles Dual Disk 28 inch - walk behind scrubber for the amount of \$15,016.33. The motion carried unanimously.

e. Pool Deck Planter Report

GM Baker noted that he received the report and will be reviewing it with the Landscape Architect to review and report in the next month.

f. Pool Spa Heater

GM Baker noted that he is reviewing the pool spa heaters and will be investigating recommendations for the Board.

C. Budget & Finance Committee (Chair Joe Krahulik, Members: Rodney Funakoshi, Wei-Kung Wang, Debra Ishihara-Wong, Henry Lew, Kevin Kwan, Edison Ting, Tyler Street, Taylor Nguyen)

Chair Krahulik requested a timeline of the draft 2022 budget presentation.

D. Commercial Units Report (Chair Tyler Street)

No report at this time.

E. Governance Committee (Chair Wei-Kung Wang, Members: Kevin Kwan, Edison Ting, Darold Wong)

a. RFA 04-2021: Request to Remove Owners' Name & Unit Number from Minutes and Agenda

Chair Wang provided the committee's recommendation to provide an owner the potential to make a correction for any mistake or typo with the onsite staff. An owner can provide comments to the onsite staff for changes to the minutes that need to be approved by the Board. He also noted that the committee recommends a form that an owner can complete to be able to speak anonymously or include their name.

The RFA 04-2021 to remove the owner's name and unit number from the agenda and minutes fails for lack of a motion.

A **motion** was made by Vice President Wang and seconded by Secretary Ishihara-Wong, to permit owners who may want to edit their statements on the minutes to be allowed to contact the GM to make corrections to their statements. There were four votes in favor with President Funakoshi and Treasurer Krahulik opposed. The motion carried.

A **motion** was made by Vice President Wang and seconded by Director Lew to approve an optional Owner's Concern Form that may be submitted to the Board for the owner's forum through the management office. There were four votes in favor with President Funakoshi and Treasurer Krahulik opposed. The motion carried.

A **motion** was made by Vice President Wang to adopt a privacy form for unit numbers for minutes and posting. This motion failed for lack of a second.

F. Master Association Representative (Joseph Krahulik)

Representative Krahulik noted he has been able to obtain a significant savings from the Master Association and requests that someone else take the lead as the representative for The Collection. There were no volunteers for now.

G. Social Committee

No report at this time.

V. OWNERS FORUM

Unit 503: Francis Calleon requested the onsite staff continue to monitor speeding in the parking lot. He also noted that the street parking in the red zones surrounding the entrances, exits of the property and asked what can be done about that.

VI. UNFINISHED BUSINESS

A. Unit 401, Parking Stalls, Storage Rooms – Separation – Written Consent

President Funakoshi noted that written consent letter and ballot will be sent out shortly since they attorney has finished their review. The amendment will require approve of 67% of the ownership to separate the excess stalls and storage rooms from the unit.

B. Incident Involving Onsite Animals

Secretary Ishihara-Wong recommended the Governance Committee review for insurance and compliance issues of house rules on pets and service dogs.

A **motion** was made by Secretary Ishihara-Wong and seconded by Vice President Wang to support the General Manager's recommendation to remove the dog from the property. There were five votes in favor with President Funakoshi opposed. The motion carried.

C. 2021 Annual Meeting Procedures – April 26, 2021

President Funakoshi noted the process for the Annual Meeting in April 2021.

VII. NEW BUSINESS

A. None.

VIII. EXECUTIVE SESSION

The Board, by general consent, adjourned and reconvened into executive session at 8:21 PM to discuss and vote upon matters concerning litigation in which the Association is or may become involved and/or as necessary to protect the attorney-client privilege of the Association. The following items were determined:

A. Legal Matters

a. Delinquency Report

ME Balmilero provided a report on the current delinquencies.

IX. NEXT MEETING

The next regular Board of Directors meeting of AOUO The Collection will be at the call of the president or on **Tuesday, March 23, 2021** at 6 PM via video conference.

X. 2021 MEETING SCHEDULE (Tower, Club Room or via videoconference, 6 PM)

April 26, 2021 at 6 PM. (Annual Meeting)

XI. ADJOURNMENT

There being no further business, President Funakoshi adjourned the regular Board of Directors' meeting at 8:43 PM.

Approved By:

Recording Secretary:

Debi Balmilero CMCA[®], AMS[®], PCAM[®]
Management Executive
Hawaiiana Management Co., Ltd.