

**AOUO THE COLLECTION
BOARD OF DIRECTORS MEETING
FEBRUARY 25, 2020
MINUTES**

I. CALL TO ORDER

President Funakoshi called the regular Board of Directors meeting for AOUO The Collection to order at 6 PM in the Tower Club Room.

II. ATTENDANCE

Board Members: President Rodney Funakoshi, Vice President Wei-Kung Wang; Secretary Debra Ishihara-Wong, Treasurer Joseph Krahulik, and Directors Kevin Kwan, and Tyler Street

Excused: Director Henry Lew

Absent: Directors Edison Ting and Taylor Nguyen

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

Guests: Unit 405, Neal & Lynette Fujimori; Unit 607, Alen Kaneshiro; Unit 802, Kit Ng; Unit 1010, Shirley Arakaki; Unit 2406, Masakazu Nagamoto; Unit 2702, John Cheung; Unit 2803, Steve Shaw; Unit 2806, Sandra Furuike; Unit 3703, Jose Beltrano; Unit 4103, Carol Ing

(Note: Guests were present only during Regular Session)

III. MINUTES

There being no corrections, the Board by unanimous consent approved the minutes for the meeting of January 28, 2020 as distributed.

IV. REPORTS

A. Treasurer's Report

The Board, by unanimous consent, accepted the January 2020 financial statements, subject to audit.

B. General Manager

The written report from the Management Office was reviewed and is on file with the management office.

a. On-Line Club Room Reservations

A **motion** was made by Director Kwan and seconded by Secretary Ishihara-Wong to accept the recommendation regarding online reservations to require that unit owners must reserve the club room in person at the front desk. The motion carried unanimously.

b. Commercial Space Trash Bin Addition

The Board, by general consent, denied the request by Bar Maze for use of refuse facilities within the common Tower and Midrise facilities.

c. Lofts – HVAC Equipment Failure

A **motion** was made by Secretary Ishihara-Wong and seconded by Treasurer Krahulik to accept the proposal to replace the Lofts fan motor for \$3,522.00 by Heide and Cook. The motion carried unanimously.

Since this expenditure depletes the Mid-Rise reserve account, a meeting with the Mid-Rise owners is needed to discuss options for the Mid-Rise cash shortfall, which could include a special assessment or an increase in maintenance fees.

d. Landscape/Tree Trimming

This item was deferred.

e. Swimming Pool Service Agreement

A **motion** was made by Director Kwan and seconded by Treasurer Kraulik to terminate the current service agreement with Pacific Aquascapes since the onsite staff are able to handle the daily responsibilities of pool servicing. The motion carried unanimously.

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

a. Budget & Finance Committee Meeting

Chair Kraulik noted that the next Budget and Finance Committee Meeting will be held on March 24, 2020 at 5 PM in the Tower Club Room.

b. Reserve Study

Chair Kraulik noted the reserve study update is progressing.

c. Investments

Chair Kraulik noted that he provided investment direction to Hawaiiiana and will be working with the Executive Committee to invest the available funds appropriately for the other investments with Wells Fargo.

d. Unit 401: Sale of the Apartment

Committee Member Funakoshi noted that the committee recommends selling the unit and only needs Board approval to do so. The process and costs for separating two additional storage rooms and parking stalls purchased are being reviewed before anything is sold.

D. Building, Grounds & Design Review Committee (Chair Kevin Kwan, Members: Rodney Funakoshi, Wei-Kung Wang, Byron Ho, Cherie Dang, Neal Fujimori, Darold Wong)

a. Tower Solar Photovoltaic (PV) System (PV Chair Funakoshi)

Chair Funakoshi noted that this project is in the final design stages of design with shade studies being done. The power purchase agreement and approval from HECO and the City pending. He noted that the project is anticipated to be completed in the summer of 2020.

b. RFA 32-2019: Signage Throughout Building/Garage, Walkway from Visitor Parking

Committee Chair Kwan noted that the committee is reviewing the various sign styles and will provide a recommendation including the costs once available.

c. Unit Range/Ovens

Committee Chair Kwan commented on the review of the oven units and the ease of turning the knobs. It was noted that the oven style currently installed in the Tower units can be installed on the wall or on the floor. The staff will be posting notices regarding this matter and including this matter in their next newsletter.

The Board, by general consent, determined that a letter from legal counsel will be sent to the manufacturer and distributor to request a resolution to make the knobs not so easily accessible.

E. Commercial Units Report (Chair Tyler Street)

Chair Tyler Street noted that the commercial unit, Le Monde Salon will be open the first week in March, 2020, Bar Maze is slated to open in April, pending completion of construction and Indo Chine Restaurant is slated for mid-March, pending completion. All parking and trash facilities are centered within their complex.

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

a. House Rules, Section 14.2 and 30-day Grace Period

Chair Wang noted that policy of citations for repeated violations in compliance with the House Rule Section 14.2 will be provided to all owners. The policy will include citations for repeated smoking violations.

b. Guidelines for Intranet Classified Postings

The Board, by general consent determined that the new guidelines for posting will limit the classified ads to thirty day maximum, limit posting to sale or rental of storage and parking spaces, prohibiting rentals to non- residents and no solicitations of any kind.

G. Master Association Representative (Joseph Krahulik)

Chair Krahulik noted that the attorney will be sending invoices to the appropriate parties based on the calculations derived from a recent review of the prior charges to the Master Association. He also noted that he attended the recent annual meeting where he commented the neighborhood artwork and noise in the surrounding community.

H. Social Committee

President Funakoshi noted that there will be an Easter Party on Saturday, April 11, at 9 AM, with the location to be determined.

V. OWNERS FORUM

Unit 2806: Sandra Furuike requested that the solar locations be evaluated to be more secure to prevent anyone climbing on them and entering the seventh floor common areas.

Unit 1010: Shirley Arakaki requested information on the closure times of guest parking.

VI. UNFINISHED BUSINESS

A. Written Consents

a. Managing Agent Contract Written Consent

ME Balmilero provided an update on the status of the current written consent for the managing agent contract with 64.599146% in favor and 4.768413% opposed.

VII. NEW BUSINESS

A. RFA 24-2018: Start Up Fees

A **motion** was made by Vice President Wang and seconded by Director Kwan to refer this request for action to the Budget and Finance Committee pending review with legal counsel. The motion carried unanimously.

B. Unit 4202: Owner Correspondence regarding Emergency Evacuation

The Board reviewed the recent event with the General Manager to determine standard operating procedures that will enable staff to communicate with the unit residents and isolate the alarm systems.

VIII. EXECUTIVE SESSION

A **motion** was made by Treasurer Kraulik and seconded by Director Kwan to adjourn and reconvene in executive session 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 motion carried unanimously.

President Funakoshi adjourned the regular session into executive session at 7:47 PM and resumed the regular session at 8:23 PM.

A. Legal Matters

a. Account 2722-434: Request for Waiver of Expenses

This item was deferred.

b. RFA 21-2019: Behavior Unbecoming of a Board Director

This item was deferred.

IX. NEXT MEETING

A regular Board of Directors meeting of AOUO The Collection will be at the call of the Board President or on **Tuesday, March 31, 2020 at 6 PM, Onsite Tower Club Room.**

X. 2020 MEETING SCHEDULE *(Tower, Club Room, 6 PM)*

April 28, 2020 *(Annual Meeting 6 PM, Salt Barn)*

XI. ADJOURNMENT

There being no further business, President Funakoshi adjourned the regular Board of Directors' meeting at 8:24 PM.

Approved By:

Recording Secretary:

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