

**AOUO THE COLLECTION  
BOARD OF DIRECTORS MEETING  
JANUARY 28, 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 (*arrived at 6:04 PM*), Secretary Debra Ishihara-Wong, Treasurer Joseph Krahulik, and Directors Kevin Kwan, and Edison Ting, and Henry Lew (*via video conference*)

Excused: Directors Taylor Nguyen and Tyler Street

By Invitation: Debi Balmilero, CMCA<sup>®</sup>, AMS<sup>®</sup>, PCAM<sup>®</sup>, Management Executive, Hawaiiana Management Company, Ltd.; Mike Baker, Desmond Oliveira, The Collection Management; Brian Tilker, Esq., Torkildson, Katz, Hetherington, Harris & Knorek (*via teleconference*)

Guests: Unit 203, Andrew Cha; Unit M304, Rey Aguda; Unit 503, Frances Calleon; Unit 603, Herbert Hinazumi; Unit 909, Erin Oda; Unit 1010, Shirley Arakaki; Unit 1203, Rateliff Lee; Unit 1504, Cheri Tillotsch; Unit 1910, Mike & Ella Lum; Unit 2406 Masakazu Nagamoto; Unit 2702, John Cheung; Unit 2801, John & Michelle Siebert; Unit 2803, Steve Shaw; Unit 2806, Sandra Furuike; Unit 3006, Roy Howard; Unit 3703, Jose Beltrano; Unit 3910, Darold Wong; 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 November 19 and December 11, 2019 as distributed.

**IV. REPORTS**

**A. Treasurer's Report**

*Vice President Wang arrived at 6:04 PM*

The Board, by unanimous consent, accepted the November and December 2019 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. Staff Uniforms**

A **motion** was made by Director Lew and seconded by Treasurer Krahulik to accept the proposal for the purchase of 132 uniforms from Cintas for \$6,531.13. The motion carried unanimously.

**b. HVAC Service Agreement**

A **motion** was made by Treasurer Krahulik and seconded by Vice President Wang to accept the proposal from Heide & Cooke for an annual HVAC service agreement for the Tower at \$8,700 and the Lofts for \$5,664 which includes quarterly and semi-annual maintenance services. The motion carried unanimously.

**c. Tower - Petra Compressor Motor Purchase & Installation**

A **motion** was made by Treasurer Kraulik and seconded by Director Lew to accept the proposal for the purchase of a new Petra Compressor Motor from AC Warehouse, Inc. for \$6,454.90 and the installation of the new motor completed by Standard Sheet Metal for \$2,873.00. There were six votes in favor with Secretary Ishihara-Wong opposed. The motion carried.

d. **Fire Lane Stripping**

Defen-ed for further review.

e. **Vehicle Charging Stations - Monitoring/PM**

A **motion** was made by Secretary Ishihara-Wong and seconded by Director Kwan to accept the monitoring and maintenance agreement presented by Chargepoint for a five - year agreement for \$4,694.14 with a waiver of the on-site validation. 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 February 18, 2020 at 5 PM in the Tower Club Room.

b. **Reserve Study**

Chair Kraulik noted the reserve study is being reviewed with the artwork line items reallocated to the operating budgets as an amount to cover the deductible, should the items be stolen or broken.

c. **Investments**

Chair Kraulik noted that the invested funds are being shifted as discussed with the Executive Committee members to maximize interest rates.

d. **Unit 401: Sale of the Apartment**

Committee Member Funakoshi noted that the committee is seeking advice from legal counsel regarding ownership approval requirements of any sale of Unit 401 that would include the steps involved to separate the unit from the currently association owned storage rooms.

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

a. **Doorbell Standard**

Committee Chair Kwan recommended the selection of an Avantek wireless doorbell in white that the Board may consider approving for installation in the units as the standard for owner purchase. The cost of the doorbells are approximately \$17. The onsite office will have the details.

A **motion** was made by Director Kwan and seconded by Director Ting to approve the recommended white Avantek wireless doorbell as the standard for doorbell installation requests for all units within the association. There were six votes in favor with Secretary Ishihara-Wong opposed. The motion carried.

b. **Tower Solar Photovoltaic (PV) System** (PV Chair Funakoshi)

Chair Funakoshi noted that the project is ongoing with no updates at this time.

E. Commercial Units Report (Chair Tyler Street)

GM Baker noted that there are two units with ongoing construction slated to be completed in the upcoming months.

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

No report.

G. Master Association Representative

Deferred to executive session.

H. Social Committee

No report.

V. OWNERS FORUM

Unit 2806: Sandra Furuike inquired on requirements for the handicap stalls for the Tower and Midrise.

Unit M304: Rey Aguda noted the compressor replacements are not budgeted items and recommends that this be considered for future budgets. He also recommends tabling the artwork discussion to the next board meeting.

Unit 503: Frances Calleon commended staff and management for the attention paid to dealing with the speeding in the parking in the garage has been positive and he appreciates the efforts. He recommends that the effort is kept up to keep the speeding under control.

Unit 2803: Steve Shaw recommends that the office obtain the Building Management Hawaii magazine as a resource for the unit owners.

Unit M203: Andrew Cha shared a concern regarding the budget increases, especially for the midrise owners and is concerned that it will continue to increase.

Unit 3910: Debbie Ishihara-Wong noted that with the commercial units opening, the visibility at the exits are hampered by the contractor vehicles.

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 65.589584% in favor and 4.692323% opposed.

VII. NEW BUSINESS

A. RFA 32-2019: Replace Signage to Match Original Theme

A **motion** was made by Secretary Ishihara-Wong and seconded by Vice President Wang to refer this request for action to the Building and Grounds and Design Committee. The motion carried unanimously.

B. Unit 2806: Request for Records

President Funakoshi noted that a web page containing all of the details regarding the solar photovoltaic installation will be created and made available to all owners.

C. RFA 01-2020: Recreational Facilities User Fee

A **motion** was made by Secretary Ishihara-Wong and seconded by Treasurer Krahulik to refer this request for action to the Governance Committee. There were three votes in favor with President Funakoshi, Vice President Wang, Directors Lew and Ting opposed. The motion failed.

The RFA is rejected.

D. Submetering Controller Replacement

A **motion** was made by President Funakoshi and seconded by Treasurer Krahulik to approve the replacement of the recommended submetering controller for \$3,754.97 by Ikehu Utility Solutions. The motion carried unanimously.

E. 2016/2017 Audit Report

Deferred to Executive Session.

F. Unit Ranges - Dial Issue

A **motion** was made by Treasurer Krahulik and seconded by Director Ting to refer this issue to the Building and Grounds and Design Review Committee for review. The motion carried unanimously.

G. Garage Signage and Walkway from the Visitor Parking

The Board, by general consent, deferred this item to the Building and Grounds and Design Review Committee.

VIII. EXECUTIVE SESSION

A **motion** was made by President Funakoshi and seconded by Secretary Ishihara-Wong 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 7:50 PM and resumed the regular session at 8:54 PM.

*Attorney Brian Tilker joined the meeting at 8:10 PM via teleconference*

A. Legal Matters

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

This item was deferred.

b. Account 2722-209

The Board, by majority consent, authorized late fees, interest, fines and legal fees in the amount of \$7,755.06 to be waived as per the agreement created and authorized by the Board.

c. Account 2722-434

The Board, by majority consent, authorized the fees incurred for common area repairs that have not been paid by the unit owner to be collected through their Surepay account as of March 10, 2020.

d. Master Association Fees

The Board, by majority consent, authorized legal counsel to proceed as recommended with letters to collect dues owed.

e. 2016/2017 Audit Report

The Board reviewed the 2016/2017 Draft Audit Report and requested the draft be finalized and sent for record keeping by the Association. The executive committee will review the details of the report to determine the next course of action.

IX. NEXT MEETING

A regular Board of Directors meeting of AOUC The Collection will be at the call of the Board

President or on **Tuesday, February 25, 2020 at 6 PM, Onsite Tower Club Room.**

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

March 31, 2020, 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 8:54 PM.

Approved By:

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Recording Secretary:

Debi Balmilero CMCA<sup>®</sup>, AMS<sup>®</sup>, PCAM<sup>®</sup>  
Management Executive  
Hawaiiana Management Co., Ltd.

NOT FOR REAL ESTATE/RESALE PURCHASES