

**MINUTES OF THE BOARD OF DIRECTORS' MEETING  
THE COLLECTION**

**JULY 26, 2018**

**CALL TO ORDER**

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

**BOARD MEMBER ATTENDANCE**

Members Present: President Howard Kam, Vice President Carleton Ching, Secretary Ryan Kamo (*left the meeting at 8:25 p.m.*), Treasurer Taylor Nguyen, and Directors Rodney Funakoshi, Joe Krahulik, Henry Lew (*arrived at 7:25 p.m.*), and Wei-Kung Wang.

Members Absent: Director Sandra Billington.

Present by Invitation: Jon McKenna, Management Executive, Hawaiiiana Management  
Al Guzman, General Manager, The Collection  
Desmond Oliveira, Executive Assistant, The Collection

**MINUTES**

Director Krahulik moved, seconded by Secretary Kamo, to approve the Regular Meeting minutes of May 24, 2018, as submitted. The motion carried unanimously.

Director Krahulik moved, seconded by Secretary Kamo, to approve the Special Meeting Minutes of July 5, 2018, as revised. The motion carried unanimously.

**TREASURER'S REPORT**

The financial statements for May and June 2018 were accepted, subject to audit.

**DEVELOPER'S REPORT**

A written report was submitted by developer representative Sandra Billington prior to the Board meeting.

**MANAGEMENT REPORT**

Management Executive McKenna submitted and reviewed his written report.

**GENERAL MANAGER'S REPORT**

GM Guzman submitted and reviewed his written report.

1. **BBO Grill Replacement** – VP Ching moved, seconded by Secretary Kamo, to seek reimbursement from the developer for re-installation of the grill once completed and costs are known. The motion carried unanimously.

**COMMITTEE REPORTS**

1. **Executive Committee** – Chair Kam reported no meeting was held this month. Chair Kam reported a Board retreat was held June 28<sup>th</sup> regarding Board, Management and Supervisors duties and responsibilities, including a presentation by Association counsel. The Board developed a list of critical risks to achieve the vision for The Collection. A request for action (RFA) is in development to document critical risks identified at the retreat.
2. **Budget & Finance Committee** – Chair Nguyen reported the Committee met on July 23, 2018 and provided a verbal report.
3. **Building, Grounds & Design Committee** – Chair Kamo reported the Committee met on July 19, 2018 and provided a verbal report.
4. **Governance Committee** – Chair Ching reported the Committee met on June 13, 2018 and submitted its written recommendation to the Board of Directors for their consideration. The following were presented:
  - a) RFA #37-2017 – Dog Weight Issue.
  - b) RFA #40-2017 – Create New Motorcycle Parking Area.
  - c) Unit 2502 – Owner request to appeal fines.

The Board will address GC recommendations a) and b) under Unfinished and New Business respectively and c) was addressed at the Special Meeting held July 5, 2018.

The Board also accepted GC recommendation TO NOT WAIVE the violation fee of Unit 2502.

5. Social Activities – Chair Funakoshi reported the Committee met on June 13, 2018 and provided a verbal report.

#### UNFINISHED BUSINESS

1. Hold Harmless and Mutual Release Agreement (RFA 18-2018) – Secretary Kamo moved, seconded by Director Krahulik, to approve the Hold Harmless and Mutual Release Agreement, as submitted. The motion carried unanimously.

*(Director Lew arrived 7:25 p.m.)*

2. AOUO of The Collection Proposed Fine Schedule for Short-Term Rentals Conducted in Violation of Section 7.2 of the Declaration – Secretary Kamo moved, seconded by Director Funakoshi, to approve sending out the proposed short term rental fine schedule for owner vote and, to include an amendment to the bylaws to give the Board the authority to change fine schedules. The motion carried unanimously.
3. Dog Weight Limit Survey (Revisited) (RFA 37-2017) – VP Ching moved, seconded by Director Krahulik, to accept the Governance Committee recommendation to establish a 40 pound maximum weight limit for all pets. Current pets exceeding the 40 pound limit will be allowed to remain (grandfathered) until no longer with the owner and, new or replacement pets must comply with the 40 pound limit. Further, management will periodically remind all residents of the pet requirements contained in the Association governing documents. VP Ching and Director Wang voted in favor. Secretary Kamo, Treasurer Nguyen, and Directors Funakoshi, and Lew opposed. President Kam and Krahulik abstained. The motion failed.

The Board decided to initiate a Dog Weight Limit Survey due to owners concerns - Director Krahulik moved, seconded by Secretary Kamo, to send out a survey to owners requesting input on whether or not to set a dog weight limit of 40 pounds. President Kam, VP Ching, Secretary Kamo, and Directors Funakoshi, Krahulik and Wang voted in favor. Treasurer Nguyen and Director Lew opposed. The motion carried.

#### NEW BUSINESS

1. Monthly Board Meetings (RFA 20-2018) – Pursuant to recommendation by Association legal counsel, this item is to be considered in Executive Session because they are the subject of a pending mediation proceeding to which the Association is a party.
2. Social Activities Committee Funding Request (RFA 21-2018) – Director Funakoshi moved, seconded by Director Krahulik, to approve \$3000.00 for funding of the following events:
  - \$500 for a Summer BBQ on August 22<sup>nd</sup>
  - \$1000 for a Halloween event on October 30<sup>th</sup>
  - \$500 for a Christmas event on December 7<sup>th</sup>
  - \$1000 for a Christmas event on December 19<sup>th</sup>President Kam, VP Ching, Secretary Kamo, and Directors Krahulik and Funakoshi voted in favor. Treasurer Nguyen and Directors Lew and Wang opposed. The motion carried.
3. Abolish the RFA Process for Owner(s) (RFA 22-2018) – Pursuant to recommendation by Association legal counsel, this item is to be considered in Executive Session because they are the subject of a pending mediation proceeding to which the Association is a party.
4. Workshop Start Up Costs (RFA 27-2018) – Secretary Kamo moved, seconded by Director Krahulik, to approve no more than \$1,000 so the Workshop can be equipped with tools and equipment residents can use while in the Workshop. President Kam, VP Ching, Secretary Kamo, Treasurer Nguyen and Directors Funakoshi, Krahulik, and Wang voted in favor. Director Lew opposed. The motion carried. Some owners present requested that A&B (the developer) would be requested to pay for the workshop tools.

5. Safety Indicators (RFA 39-2017) – Secretary Kamo moved, seconded by VP Ching, to approve \$500 to install a convex mirror at the right angle turn in the driveway area between The Collection and the Townhomes at The Collection and, to paint a stripe along the wall adjacent to townhome garages and installing (painted yellow) corner protectors in certain locations in the exterior customer parking. The motion is subject to inserting the section of the governing documents that provides the authority for the Board to approve such expenditures. The motion carried unanimously.
6. Motorcycle Parking (RFA 40-2017) – The Board deferred the GC recommendation and referred the matter to the Building, Grounds, and Design Committee. Additionally, and hearing no objections, the Board approved for Association counsel to review whether allowing parking of motorcycles would be considered a change of use and therefore, require a 67% vote of owners to approve.
7. Resident Town Hall Meeting – Director Lew moved, seconded by Secretary Kamo, to hold a resident town hall meeting on Wednesday, August 22<sup>nd</sup> at 6:00 p.m. President Kam, VP Ching, Treasurer Nguyen, and Directors Funakoshi, Lew, and Wang voted in favor. Secretary Kamo and Director Krahulik abstained. The motion carried.
8. Front Lanai Rocking Chair Relocation – President Kam moved to relocate the rocking chairs located on the front lanai of the building, to the interior lobby. Hearing no second to the motion, the motion died.

#### **NEXT BOARD MEETING**

The next Regular Board of Directors meeting will be held on Monday, September 24, 2018, 6:00 p.m., in the 7<sup>th</sup> Floor Club Room.

*(Secretary Kamo excused himself from the meeting at 8:25 p.m.)*

**EXECUTIVE SESSION** – Hearing no objections, the meeting adjourned into executive session at 8:25 p.m. to discuss legal and personnel matters and was called back to order at 9:01 p.m.

**ADJOURNMENT.** The Meeting was adjourned at 9:01p.m.

Submitted:

*Jon McKenna*  
Jon McKenna

Board Approved On: September 24, 2018