

**AOUO THE COLLECTION**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES**  
**JUNE 23, 2020**

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, and Directors Kevin Kwan, and Edison Ting

Excused: Director Henry Lew

Absent: 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 Oliviera, The Collection Management

Guests: Unit 405, Neal Fujimori; Unit 503, Frances Calleon; Unit 802, Kit Ng; Unit 1203, Ratcliff Lee; Unit 2009, Tim Brown; Unit 2702, John & Jenny Cheung; Unit 2803, Steve Shaw; Unit 2806, Sandra Furuike; Unit 3910, Darold Wong; Unit 4202, Paul Allen; and Unit 4307, Cliff Ishigaki

*(Note: Guests were present only during Regular Session)*

III. MINUTES

A correction was noted on page 3 of the May 19, 2020 minutes by owner Sandra Furuike, requested a copy of the letter from the attorney handling the oven issue. With this correction, the Board by unanimous consent approved the minutes for the meeting of May 19, 2020 as amended.

IV. REPORTS

A. Treasurer's Report

The Board, by unanimous consent, accepted the May 2020 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. Landscape/Tree Trimming

A **motion** was made by Secretary Ishihara-Wong and seconded by Treasurer Krahulik to accept the proposal from Dreamscapes Landscaping LLC for monthly landscape maintenance for \$2,462.83 and \$8,261.78 for Annual Tree Trimming from the same vendor. The motion carried unanimously.

b. COVID-19: Reopening Plan – Phase 3

GM Baker reviewed the current status of the opening of the recreation deck and amenities for the property.

c. Tower 7th Floor Pool Deck Camera

A **motion** was made by Treasurer Krahulik and seconded by Director Kwan to approve the proposal from Communication Consulting services, Inc. for the replacement of the camera on the 7<sup>th</sup> Floor Pool Deck for \$1,519.94. The motion carried unanimously.

d. Tower Loading Dock Exhaust Fan Motor

A **motion** was Treasurer Kraulik and seconded Director Kwan to accept the proposal from Heide & Cook, LLC to replace the exhaust fan motor on the loading dock for \$2,991 plus tax. The motion carried unanimously.

e. Window Cleaning

GM Baker noted that the next window cleaning will be in October 2020 with a surcharge of 20% for the next cleaning.

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. 2021 Budget and Finance Committee Meeting

Chair Kraulik noted that the Budget and Reserve Committee Meeting will be held on Monday, June 29, 2020 at 4 PM via videoconference.

b. Investments

Chair Kraulik noted that he is watching the current investments to get the best rates available.

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 there will be a special Board meeting to cover all aspects of the PV Project on Wednesday, July 1, 2020 via videoconference and in-person at 6 PM.

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

Committee Chair Kwan noted that the General Manager received proposals for sign replacements. It was suggested in the committee meeting, that a consultant be brought in to review the placement of signs. The committee will be working on this matter.

c. Tower Drainage in Fire Lane/Easement Lane

Committee Chair Kwan noted the easement between the Townhomes and The Collection is a shared roadway. The committee is reviewing the declaration and will be obtaining a copy Drain Licensing Agreement provided to The Collection LLC.

d. Tower Trash/Recycle Bins - Centralize

Committee Chair Kwan noted Management is reviewing the potential to centralize the areas for trash and the recycling of cardboard and how to better handle recycling of cans and bottles.

E. Commercial Units Report (Chair Tyler Street)

GM Baker noted that Commercial Unit #3 and #4 are requesting for their own mailboxes through the developer.

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

a. Key Fob Limit

Chair Wang noted that the committee recommends the building stay with the original number of fobs as provided by the developer as the maximum number of active fobs. The committee recommends that the management team notify owners fourteen days prior to the annual audit in April.

b. Fines and Violations Policy

Chair Wang noted that the committee reviewed the current violation process and streamlining the process for efficiency and effectiveness as described in the violation policy.

c. Vehicle Registrations

Chair Wang also noted that there are quite a few vehicles not registered with visible stickers. They will be notified. There were vehicles that are entering behind other vehicles and will be cited. The management team has updated the efforts to improve these.

G. Master Association Representative (*Joseph Krahulik*)

Chair Krahulik noted he is working with the attorney on the negotiations to settle any issues with the master association fees.

H. Social Committee

No report at this time.

V. OWNERS FORUM

Unit 2803: Steve Shaw noted that there is a problem with cardboard recycling. He notes the location is dangerous. He also notes that meetings should be recorded.

VI. UNFINISHED BUSINESS

A. RFA 24-2018: Start Up Fees

This item was deferred to Executive Session.

VII. NEW BUSINESS

A. None.

VIII. EXECUTIVE SESSION

The Board, by general consent, adjourned and reconvened into executive session at 7:55 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. RFA 24-2018 Project Start Up Fees

This item was deferred.

IX. NEXT MEETING

The next regular Board of Directors meeting of AOOU The Collection will be on **Tuesday, July 28, 2020 at 6 PM via video conference and a special Board Meeting on Wednesday, July 1, 2020 at 6 PM, via video conference.**

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

August 25, September 22, October 27, 2020 at 6 PM.

XI. ADJOURNMENT

There being no further business, President Funakoshi adjourned the regular Board of Directors' meeting at 8:48 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.