

**MINUTES OF THE BOARD OF DIRECTORS' MEETING  
THE COLLECTION  
MARCH 22, 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, Treasurer Taylor Nguyen, and Directors Joe Krahulik, Henry Lew, and Ken Shimada.

Members Absent: Director Sandra Billington.

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

**BOARD VACANCY**

President Kam moved, seconded by VP Ching, to defer filling the Board vacancy until the April 26, 2018 Annual Meeting. The motion carried unanimously.

Chair Kam reported upon obtaining clarification from Association counsel, any Director appointed by the Board to fill a vacancy shall only serve until the next Annual Meeting in accordance with HRS §514B-106(b). This is contrary to, and overrides, what is stated in the Association bylaws Section 3.6 allowing for a Director to serve the remainder of the term of the member whose vacancy is being filled.

**MINUTES**

VP Ching moved, seconded by Director Krahulik, to approve the Regular Meeting minutes of February 15, 2018 as submitted. President Kam, VP Ching, Secretary Kamo, Treasurer Nguyen, and Directors Krahulik and Shimada voted in favor. Director Lew abstained. The motion carried.

**TREASURER'S REPORT**

The financial statements for January and February 2018 were accepted, subject to audit.

1. Financial Statements Upload to Association Website - Director Krahulik moved, seconded by Director Lew, to post financials once finalized. Previously, the financials were posted following acceptance at each month's Board meeting. The motion carried unanimously.

**DEVELOPER'S REPORT**

While not in attendance at the meeting, developer representative Sandra Billington had submitted her written report in advance of the meeting.

**MANAGEMENT REPORT**

Management Executive McKenna submitted and reviewed his written report.

**GENERAL MANAGER'S REPORT**

GM Guzman submitted and reviewed his written report.

**COMMITTEE REPORTS**

1. Executive Committee – Chair Kam reported no meeting was held this month.

2. Budget & Finance Committee – Chair Nguyen reported the Committee met on March 21, 2018 and the remaining members of the Committee have been appointed as follows: Joe Krahulik, Ken Shimada, Roy Howard, and Russell Ryan.
3. Building, Grounds & Design Committee – Chair Kamo reported there are no pending applications, a committee meeting will be held next week and, the remaining members of the Committee have been appointed as follows: Cherie Dang, Byron Ho, Rick Stack, and Carol Zuendorfer.
4. Governance Committee – Chair Ching reported the Committee met on March 14, 2018 and the remaining members of the Committee have been appointed as follows: Kathy Davey, Kevin Kwan, Joe Krahulik, and Carin Lim.
  - a. 1509 Violation Appeal – VP Ching moved, seconded by Secretary Kamo, to deny waiver of the fine. President Kam, VP Ching, Secretary Kamo, and Directors Krahulik, Lew, and Shimada voted in favor. Treasurer Nguyen opposed. The motion carried.
5. Social Activities – No report.

**UNFINISHED BUSINESS** – None.

**NEW BUSINESS**

1. Association Policy 100-Governance (RFA 11-2018) – VP Ching moved, seconded by Secretary Kamo to approve adopting Association Policy 100-Governance and, that the policy become effective immediately. The motion carried unanimously.
2. Revised Rules for Owner Participation at Board Meetings (RFA 12-2018) – Deferred. A redlined version of the current and proposed revision will be provided for Board review at the next Regular Meeting.
3. Hold Harmless and Mutual Release Agreement (Attorney Review) – Secretary Kamo moved, seconded by Director Krahulik, to provide the draft Hold Harmless and Mutual Release Agreement to Association counsel for review and comment. The motion carried unanimously.
4. Social Committee, Non-Owner Appointment – Deferred.
5. Trash Compactor Room Camera Installation (RFA 13-2018) – Secretary Kamo moved, seconded by Director Krahulik, to approve the proposal submitted by Island Signal and Sound, at a cost of \$1,725, to furnish and install a new security camera in the Tower trash compactor room. Additionally, A&B will be asked to pay for all, or a portion, of this expense. The motion carried unanimously.
6. Pool Equipment Rm Nex Gen Power Supply Board Replacement (RFA 14-2018) – VP Ching moved, seconded by Secretary Kamo, to approve the proposal submitted by Pacific Aquascapes, at a cost of \$4,022.70, to furnish and install a new power supply board and surge protector. The motion carried unanimously.
7. Building Operations: Standard Operating Procedures (SOP) – President Kam reported the Board will be reviewing the building's SOP manuals over the coming months and communicating the procedures to the residents.
8. Association Bylaw Revisions – Deferred. ME McKenna was directed to obtain a cost-estimate from Association counsel to revise the bylaws, incorporating State Law updates since the bylaws were first

created in 2013.

9. Facility Space Inventory/Usage Study - Treasurer Nguyen moved, seconded by Director Lew, to create a storage locker/parking stall space inventory/usage study and submit recommendations to the Board to maximize use and/or revenue. The motion carried unanimously.

**NEXT BOARD MEETING**

The next meeting will be the Annual Meeting scheduled for Thursday, April 26, 2018 at SALT at Kakaako, 333 Keawe St., Building 5 (The Barn). Registration to begin at 5:30 p.m., Call To Order at 6:00 p.m.

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

**EXECUTIVE SESSION** – Hearing no objections, the meeting adjourned into executive session at 7:33 p.m. to discuss legal matters and was called back to order at 8:04 p.m.

**ADJOURNMENT.** The Meeting was adjourned at 8:04 p.m.

Submitted:

*Jon McKenna*

Jon McKenna

Board Approved On: May 24, 2018