

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

I. CALL TO ORDER

President Funakoshi called the Special Board of Directors meeting for AOUO The Collection to order at 6 PM via teleconference.

II. ATTENDANCE

Board Members: President Rodney Funakoshi, Vice President Wei-Kung Wang, Secretary Debra Ishihara-Wong, Treasurer Joseph Krahulik, and Directors Kevin Kwan, Edison Ting, and Henry Lew

Excused: None.

Absent: Directors Taylor Nguyen and Tyler Street

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

Guests: Unit 909, Erin Oda; Unit 1406, Chris Fong; Unit 1503, Robert Chang; Unit 2108, Alex Tedla; Unit 2207, Leslie Phillips; Unit 2803, Steve Shaw; Unit 2806, Sandra Furuike; and Unit 3909, Demir Abdurrasid

III. NEW BUSINESS

A. Social Distancing Protocols/Feedback

General Manager Mike Baker provided information on the COVID-19 Preparedness and Response Plan dated March 25, 2020 as reviewed by the Board of Directors and emailed to all owners and residents. These measures include the closure of the recreation deck including the pool, cabanas, clubrooms, fitness center and restrooms.

B. Guest/Restrictions

The Board is requesting that the residents limit guests to those conducting essential services only as defined by the Honolulu City Mayor's order.

C. Sheltering in Place Protocols

The Board also provided a protocol for all residents for sheltering-in-place during the mandated Hawaii State Order.

D. Essential Staff/Services

It was noted that during any emergency situation, once notified, the staff will engage and secure an elevator for services to be administered to safely evacuate for medical assistance. Protocols will be enacted to ensure the safety of all residents and staff.

Package delivery protocols were recommended to have the staff leave the packages in a safe location to ensure social distances as needed.

IV. NEXT MEETING

The next regular Board of Directors meeting of AOUO The Collection will be at the call of the Board President or **TBD**.

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

The Annual Meeting, originally set for April 28, 2020 is cancelled and will be rescheduled with new notices and proxies sent out.

VI. ADJOURNMENT

There being no further business, President Funakoshi adjourned the regular Board of Directors' meeting at 6:54 PM.

Approved By:

Recording Secretary:

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

NOT FOR REAL ESTATE/RESALE PURCHASES