

**AOUO THE COLLECTION  
BOARD OF DIRECTORS MEETING  
MINUTES  
MAY 19, 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 Kraulik, and Directors Kevin Kwan, and Edison Ting,

Excused: None.

Absent: Directors Taylor Nguyen, Henry Lew 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 802, Kit Ng; Unit 1406, Chris Fong; Unit 1504, Cheri Tillotson; Unit 2108, Alex Tedla; Unit 2205, Jason Cho; Unit 2609, Lauren Lee; 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**

There being no corrections, the Board by unanimous consent approved the minutes for the meeting of April 21, 2020 as distributed.

**IV. REPORTS**

**A. Treasurer's Report**

The Board, by unanimous consent, accepted the April 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. COVID-19: Reopening Plan – Phase 1**

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

**b. Window Cleaning**

GM Baker also noted that the upcoming June window cleaning has been cancelled resulting in a savings for the budget but was noticed that the following window cleaning will be at a 20% premium to account for the dirtier windows.

**c. Heide & Cook - Petra Unit – Humidity Sensor**

A **motion** was made by Treasurer Kraulik and seconded by Director Kwan to replace the humidity sensor unit for the Petra AC unit for the tower roof for \$1,994 by Heide & Cook, the current HVAC contractor. The motion carried unanimously.

d. Crown Lighting

GM Baker noted that the light board for the crown lighting on the rooftop was replaced today and is functioning appropriately.

C. Budget & Finance Committee (Chair Joe Krahulik, Members: Rodney Funakoshi, Wei-Kung Wang, Debra Ishihara-Wong, Henry Lew, Kevin Kwan, Edison Ting, Tyler Street, Taylor Nguyen)

a. 2019 Audit

The Board, by general consent, accepted the 2019 Audit as submitted.

b. Reserve Study

Chair Krahulik noted that the reserve study items will be applied to the 2021 budget for the Board to review.

c. Investments

Chair Krahulik noted that there is no update at this time.

d. Unit 401: Sale of the Apartment

Committee Member Funakoshi noted that there is no update at this time.

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 he is waiting for the financial details on this project.

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

Committee Chair Kwan noted this item is on hold for additional proposals and other options for signage.

c. Unit Range/Ovens

Committee Chair Kwan noted that legal counsel, specializing in this matter recommended that this item should not be pursued.

E. Commercial Units Report (Chair Tyler Street)

No report at this time.

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

a. Fob Limit

Chair Wang noted that the committee recommends there be an internal audit and deactivation of the outstanding fobs that are not in active use. The committee is still reviewing the recommendation to set a maximum number of active fobs for each unit.

G. Master Association Representative (Joseph Krahulik)

Chair Krahulik noted that he is waiting for a response from the Master Association attorney in early June 2020.

H. Social Committee

No report at this time.

V. OWNERS FORUM

Unit 2803: Steve Shaw noted that 514B-148 indicates that the Midrise Lofts units are not in compliance with the law to be funded appropriately; he also requested the name of

the attorney providing the information on the unit ovens since most attorneys only do defense work;

Unit 2806: Sandra Furuike requested the name of the attorney handling the unit ovens and that the Board look into the use of free conference systems.

## VI. UNFINISHED BUSINESS

### A. RFA 24-2018: Start Up Fees

This item was deferred to Executive Session.

### B. Maintenance Fee Deferment Policy

This item was deferred to Executive Session.

## VII. NEW BUSINESS

### A. 2020 Audit Proposal

A **motion** was made by Treasurer Krahulik and seconded by President Funakoshi to accept the proposal from Ratna Nuti, to audit the 2020 financial statements and receipts for approximately \$13,000. The motion carried unanimously.

### B. Unit 1509: Request for Reduction in Maintenance Fees due to Amenity Closures

The Board, by general consent, does not intend to reduce maintenance fees at this time.

### C. Account 2722-240: Demand for Documents (2 Requests)

This item was deferred to Executive Session.

### D. Account 2722-289: Request for Maintenance Fee Deferment

This item was deferred to Executive Session.

## VIII. EXECUTIVE SESSION

The Board, by general consent, adjourned and reconvened into 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.

President Funakoshi adjourned the regular session into executive session at 7:41 PM and resumed the regular session at 9:31 PM. The following items were determined:

### A. Legal Matters

#### a. Account 2722-236

The Board, by general consent, determined that the request for deferment of maintenance fees will be approved to repay the fees owed starting with the July 1, 2020 with a five-month payment plan.

#### b. Account 2722-289

This item was deferred for further review.

#### c. RFA 21-2019

The Board, by general consent, determined that correspondence would be sent regarding this matter.

#### d. Account 2722-240

1. Request 1: This item was deferred for further review.

2. Request 2: The Board determined that the documents request will be provided at a cost of \$1 per page for copied or scanned documents, and that viewing of the video in the management office will be allowed.

IX. NEXT MEETING

The next regular Board of Directors meeting of AOOU The Collection will be on **Tuesday, June 23, 2020 at 6 PM via video conference.**

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

July 28, 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 9:31 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.

WATERBURY REAL ESTATE/RESALE PURCHASES