

**AOUO THE COLLECTION
BOARD OF DIRECTORS MEETING
MINUTES
NOVEMBER 9, 2022 AT 6:00 PM
ZOOM VIDEO CONFERENCE**

I. CALL TO ORDER

President Funakoshi called the Board of Directors meeting for AOUO The Collection to order at 6:02 p.m. via videoconference.

II. ATTENDANCE

Board Members: President Rodney Funakoshi, Vice President Wei-Kung Wang, Secretary Debra Ishihara-Wong, and Directors Henry Lew, Sarah Mandeville and Kathryn Egan

Excused: Treasurer Sharon Gi & Director Edison Ting

By Invitation: Michael Baker, General Mgr. & Desmond Oliveira, Exec. Mgr., The Collection
Michele Alueta, Community Manager (CM), Associa Hawaii
James Giangarra, VP of Accounting, Associa Hawaii

Guests: Unit 2910, Gwen Young; Unit M210, George Leong; Unit 1910, Mike Lum; Unit 4307, Cliff Ishigaki; Unit 2307, Cynthia Lee; Unit 2404, Priscilla Rodriguez; Unit 3908, Jackie Lau; Unit 1010, Shirley Arakaki.

III. MINUTES

There being no corrections, the minutes of the October 12, 2022 Regular Board Meeting was approved as distributed by unanimous consent.

IV. REPORTS

A. Treasurer's Report

Review of the April 2022 through September 2022 Financial Reports were deferred until the next Board Meeting.

B. General Manager

The written report from the General Manager was presented and is on file with the management office.

C. Budget & Finance Committee (Chair Sharon Gi, Members: Rodney Funakoshi, Wei-Kung Wang, Debra Ishihara-Wong, Henry Lew, Edison Ting, Sarah Mandeville)

No Report.

D. Commercial Units Report (Chair Sarah Mandeville)

No Report.

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

No Report.

F. Master Association Representative (General Manager)

GM Baker gave a verbal report.

G. Social Committee

Office Manager Oliveira presented a proposal for a Holiday Trolley Ride for the residents to tour the Honolulu Holiday Lights. Due to liability concerns, the matter was deferred pending consultation with the association's insurance agent.

V. INVITED GUEST

James Giangarra, VP of Accounting with Associa Hawaii, attended the Board Meeting to provide guidance on the different methods of Financial Reporting.

Secretary Wong made a motion to change from cash basis accounting to accrual basis accounting for financial reporting effective January 1, 2023. Seconded by President Funakoshi, the motion carried unanimously.

VI. OWNERS FORUM

Unit 1010 Shirley Arakaki: Asked if Handicap Parking is available to all residents or commercial businesses only. Office Manager Oliveira will check on it and will advise.

VII. UNFINISHED BUSINESS

A. Construction Defect Claims - Update: GM Baker reported 2 defects in October and 1 on November 9, 2022. The Legal Team will be inspecting the defects.

B. Reserves Investments Review: CM Alueta gave a verbal update on the investments approved by the Executive Committee.

VIII. NEW BUSINESS

A. 2022 – 2023 Insurance Renewal: By unanimous consent, the Board of Directors ratified the approval of the insurance renewal for the period of 11/1/2022 – 11/1/2023 and the below annual premiums.

Commercial Property: \$202,726

Equipment Breakdown: \$2,287

Commercial General Liability: \$38,619

Commercial Excess Liability: \$30,458

Directors' & Officers' Liability: \$29,890

Fidelity Bond: \$904

B. RFA re EV Stations: GM Baker and Office Manager Oliveira informed the Board that they are in the process of obtaining proposals to expand the EV Stations.

IX. EXECUTIVE SESSION (Personnel Matters)

Hearing no objections, President Funakoshi adjourned the regular session to go into Executive Session to discuss personnel matters at 7:20 p.m. and reconvened to regular session at 7:33 p.m.

The Board of Directors approved a holiday bonus to the employees, the change in effective date for Desmond Oliveira's change in position from Office Manager to Executive Manager from January 1, 2023 to November 12, 2022, and a change in duties and title for John Pei from Maintenance Supervisor to RS Supervisor, effective immediately.

X. NEXT MEETING

The next regular Board of Directors meeting of AOOU The Collection will be on Wednesday, January 11, 2023 at 6:00 p.m. (via Zoom).

XI. ADJOURNMENT

There being no further business, President Funakoshi adjourned the regular Board of Directors' meeting at 7:33 PM.

Submitted by:

Michele Alueta,
Recording Secretary, Associa Hawaii

Approved by the Board of Directors on _____.

Board Secretary

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