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**Shaw**

Sun, Feb 24, 2019 at 1:49 PM

To: Wei-Kung Wang

Cc: Henry Lew MD , Debra Ishihara-Wong >, Joe Krahulik >, Rodney Funakoshi

Dear Team,

Here is an email RFA. Let's see how it works. EXECUTIVE SUMMARY: Any and all RFAs mentioning or otherwise singling out any identifiable owners at The Collection shall certify that all such owners were served by email and First Class U.S. mail, with a copy thereof, and given at least ninety (90) days to respond/object to the Board of Directors. This certification of service by email, and most importantly First Class U.S. mail, shall include these words "I declare under penalty of law that the foregoing is true and correct." Any RFA containing inappropriate, untrue, scandalous, or embarrassing material shall not be placed in The Collection Website.

RECOMMENDATION : To approve forthwith.

RATIONALE: fiduciary duties to all owners, and litigation avoidance; reduces impact on Liability and D&O insurance

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