

**AOUO THE COLLECTION
BOARD OF DIRECTORS MEETING
MINUTES
SEPTEMBER 22, 2020**

I. CALL TO ORDER

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

II. ATTENDANCE

Board Members: President Rodney Funakoshi, Vice President Wei-Kung Wang, Treasurer Joseph Krahulik, Directors Henry Lew, Taylor Nguyen, and Edison Ting

Excused: None.

Absent: Secretary Debra Ishihara-Wong, Director Tyler Street

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

Guests: Unit 1301, Nancy Ritchey; Unit 2108, Alex Tedla; Unit 2702, John & Jennie Cheung; Unit 2803, Steve Shaw; Unit 2806, Sandy Furuike; Unit 3709, Evan Rawlins; Unit 4301, Demir Abdurrasid; 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 meetings of August 25, 2020 as amended.

IV. REPORTS

A. Treasurer's Report

The Board, by unanimous consent, accepted the August 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 Tier 1 Reopening Plan and Rough Drafts Covid19 Exposure and Cleaning Procedure Plan

GM Baker provided the updated plan for the Board's review that will take effect as of September 24, 2020 with the recreation amenities and pool deck, except for the fitness center, opening subject to limitations and by reservations only.

b. Response Plan and Cleaning Protocol

GM Baker provided the Board with his recommendations of a response to any COVID emergency and the cleaning protocols necessary to keep the building safe.

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. 2021 Budgets

A **motion** was made Treasurer Krahulik and seconded by Director Nguyen to approve the draft budgets for 2021 with the following increases: Common, 11.5% increase; Tower, 2.8% increase; Midrise, 0% increase with a Reserve Assessment; Commercial, 0% increase. There were five votes in favor with Director Lew abstaining. The motion carried.

b. Investments

Chair Kraulik noted that the interest rates are low and will be monitored as needed.

D. Building, Grounds & Design Review Committee (Chair Kevin Kwan, Members: Rodney Funakoshi, Wei-Kung Wang, Byron Ho, Cherie Dang, Neal Fujimori, Darold Wong)

No report at this time.

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)

No report at this time.

G. Master Association Representative (Joseph Kraulik)

A **motion** was made by Treasurer Kraulik and seconded by Director Nguyen to reimburse the townhomes less an amount for legal fees that The Collection has paid to sort this issue out and to divide the remaining master association refund by percentage of common interest as a credit for each unit. The motion carried unanimously.

H. Social Committee

No report at this time.

V. OWNERS FORUM

Unit 2806: Sandy Furuike recommended that the Tower Unit Owners be reimbursed for overpaid maintenance fees regarding the RM unit by percentage of common interest as a credit for each Tower unit.

Unit 2803: Steve Shaw noted that exhibit D of the Declaration, in the governing documents and noted that the common area square footage does not delineate Commercial #4.

VI. UNFINISHED BUSINESS

A. RFA 02-2020 Tower Unit 401 – Sale

A **motion** was made by President Funakoshi and seconded by Vice President Wang to separate the two parking stalls and two storage units from Unit 401 and convert these from limited common elements to common elements which would require an amendment to the declaration as approved by at least 67% of the owners of the common interest through a written consent. There were five votes in favor with Director Nguyen opposed. The motion carried.

B. Annual Meeting – Procedures in response to COVID-19

The Board, by unanimous consent, determined to move forward with the Annual Meeting on October 27, 2020 for the 2020 with a modified agenda to permit participation subject to review by the association's attorney and parliamentarian.

C. Residential Unit Owner Insurance Requirements

This item was deferred until next year.

VII. NEW BUSINESS

A. Owner Correspondence

a. Unit 1509: Request for Use of the amenities

The Board reviewed the unit owner's request and determined that the current protocol will be continued in light of the seriousness of the COVID-19 pandemic and will reopen in line with the mandates as issued by the City and County of Honolulu.

VIII. EXECUTIVE SESSION

The Board, by general consent, adjourned and reconvened into executive session at 7:57 PM 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. The following items were determined:

A. Legal Matters

a. Personnel Matters

The Board, by general consent determined personnel bonus projections for the next year's budget.

b. Delinquency Report

ME Balmilero provided a report on the current delinquencies.

c. Legal Matters

The Board reviewed pending legal matters.

d. RFA 21-2019: Behavior Unbecoming of a Board Director

This item was deferred.

IX. NEXT MEETING

The next regular Board of Directors meeting of AOOU The Collection will be at the call of the president or on **Tuesday, October 27, 2020** at 6 PM via video conference.

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

October 27, 2020 at 6 PM. (Annual Meeting)

XI. ADJOURNMENT

There being no further business, President Funakoshi adjourned the regular Board of Directors' meeting at 8:18 PM.

Approved By:

Recording Secretary:

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