

**AOUO THE COLLECTION  
BOARD OF DIRECTORS MEETING  
MINUTES  
AUGUST 13, 2025 AT 6:00 PM  
ZOOM VIDEO CONFERENCE**

I. CALL TO ORDER

President Funakoshi called the meeting to order at 6:04 p.m. A quorum was established.

II. ATTENDANCE

Board Members: President Rodney Funakoshi, VP Wei-Kung Wang, Treasurer Gwen Young, Directors Debbie Ishihara-Wong, Shirley Arakaki, and Sarah Mandeville.

Absent/ Excused: Secretary Sharon Gi & Directors Edison Ting, Henry Lew (Excused).

By Invitation: Mike Baker, General Mgr. & Desmond Oliveira, Executive Mgr., The Collection Michele Alueta, Community Manager (CM), Associa Hawaii

Guests: Unit 3301, Jason Uchida; Unit 2404, Priscilla Rodriguez; Unit 4306, Cindy Wu; Unit 2601, Laurie Lee, Unit 405, Lynette Fujimori; Unit 910, Ahmad Sadri; Unit M403, Terry Yamamoto; Unit 4301, Demir Abdurrasid; Unit 3909, Pam Chan; Unit 4208, Shu Sullivan; Unit 4307, Cliff Ishigaki; 1910, Mike Lum; Unit 1203, Ratcliff Lee.

III. MINUTES

By unanimous consent, the minutes of the July 9, 2025 Regular Board Meeting was approved.

IV. REPORTS

A. Treasurer's Report

Treasurer Young reviewed the June 2025 Financial Report. The report was accepted, subject to audit.

B. General Manager's Report

1. Tower Fitness Center - Additional Treadmill Purchase – GM Baker reported that the management team measured the Fitness Room and confirmed there is room to add a new treadmill. Hearing no motion to approve the additional treadmill purchase, President Funakoshi reported that this item will be postponed until the Board is ready to proceed with adding a new treadmill.
2. Rec & Pool Deck Pillows – Motion by Director Ishihara-Wong to approve the proposal from AUNG Upholstery for 33 pillows/cushions for the Rec & Pool Deck for \$6022.62 with the condition that the Management Team assesses the minimum number of pillows needed to be put out at a time and to store the rest as a backup. Seconded by Treasurer Young, the motion passed by unanimous consent. EM Oliveira will provide an update and photos once the cushions/pillows have been delivered.

3. Commercial Parking Driveway/Parking Stalls Assessment – Motion by Director Ishihara-Wong to approve the proposal from Intera Inc. for the Design Phase at a cost of \$23,500 and to defer the Procurement and Construction Support phase until an estimate of number of hours needed for this work is provided. Seconded by Treasurer Young, the motion passed by unanimous consent. GM Baker to provide an update on the Procurement and Construction Support phase cost estimate.
4. EV Orange Load Study – GM Baker gave a verbal report on the preliminary results of the Level 2 Load Study from Oceanhead Electric EV. He will request a final report before the next Board Meeting.

C. Budget & Finance Committee (*Chair – Gwen Young*)

CM Alueta reported that the 2026 Budget and Reserve Study proposal was forwarded to the Board for review and the Budget Meetings are scheduled for 4pm on August 20, 2025 and August 27, 2025.

D. Commercial Units Report (*Chair Sarah Mandeville*)

No report.

E. Governance Committee (*Chair Wei-Kung Wang*)

1. Party Facilities Insurance Requirement – Chair Wang reported that the Governance Committee met to discuss requiring Event Insurance for any residents who rent the club room if alcohol will be served. The Board asked Chair Wang to seek a legal opinion on whether a Waiver Form will protect both the owner and the association. An update will be presented in the next Board meeting.

2. Owner's Request to Change House Rule 11.1 'Commercial Activity' – Chair Wang reported that the Governance Committee Members and owners who attended the meeting recommended no change to 11.1 "Commercial Activity" of the House Rules. The Board agrees with the interpretation and enforcement of this section of the House Rules by the Management Team and they denied the request from the owner to change section 11.1 of the House Rules to allow residents to retain the services of licensed professional to assist residents in their personal use of the facilities.

F. Master Association Representative (*General Manager*)

No report.

G. Social Committee

No report.

V. OWNERS FORUM

Unit 4301/ Demir Abdurrasid: Expressed concerns about other residents temporarily parking in their parking stall and using it as a "loading zone." GM Baker requested that the Board consider adding a fine for this House Rule Violation as he does not have authority to tow cars in individual owners' parking stalls. The Board will consider adding this item to the House Rules the next time revisions are considered. New signs will be added to warn residents

to not park in that stall.

VI. UNFINISHED BUSINESS

- A. Construction Defect Litigation Update – GM Baker gave a verbal report on the status of the litigation settlement. There were 6 more PEX leaks bring the total number up to 138.
- B. 2026 Budget and Reserve Study – See update in Budget & Finance Committee.

VII. NEW BUSINESS

- A. RFP – Consultant/Project Manager for PEX Leak Repairs – Motion by Treasurer Young to proceed with the RFP for Consultant/Project Manager for PEX Leak Repairs and schedule as presented, with flexibility to extend the deadline by 2 weeks through the end of September, if requested by the contractor. Seconded by VP Wang, the motion carried by unanimous consent.
- B. Collection Policy & Priority of Payment Resolution – Motion by Treasurer Young to approve the Collection Policy & Priority of Payment Resolution as presented by the Association Attorney. Seconded by Director Mandeville, the Motion passed unanimously.

VIII. EXECUTIVE SESSION

Motion by VP Wang to adjourn the regular session to go into Executive Session at 7:54 p.m. to discuss personnel and the delinquency report. Seconded by Director Arakaki, the motion passed unanimously. The Board adjourned Executive Session and reconvened to regular session at 8:35 p.m.

IX. FUTURE BOARD MEETING

The next Regular Board of Directors’ meeting will be on Wednesday, September 17, 2025 at 6 pm (via *Zoom*) and the Budget Meetings will be held on Wednesday, August 20, 2025 & August 27, 2025 at 4 pm *Zoom*).

XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:35 p.m.

Submitted by:

Michele Alueta,  
Recording Secretary, Associa Hawaii

Approved by the Board of Directors on \_\_\_\_\_.