

**AOUO THE COLLECTION  
BOARD OF DIRECTORS MEETING  
MINUTES  
NOVEMBER 12, 2025 AT 6:00 PM  
ZOOM VIDEO CONFERENCE**

I. CALL TO ORDER

President Funakoshi called the meeting to order at 6:00 p.m. A quorum was established at 6:23 p.m.

II. ATTENDANCE

Board Members: President Rodney Funakoshi, Treasurer Gwen Young, Directors Debra Ishihara - Wong, Henry Lew (6:23 p.m.) & Shirley Arakaki.

Absent: VP Wei-Kung Wang (excused), Secretary Sharon Gi & Director Edison Ting

By Invitation: Mike Baker, General Mgr, The Collection  
Desmond Oliveira, Executive Mgr., The Collection (departed 6:15 p.m.)  
Michele Alueta, Community Manager (CM), Associa Hawaii  
Christopher Goodwin, Esq., Association Attorney  
Kenneth Kasdan, Esq., & Chris Hikida, Esq., Kasdan, Turner, Thomson Booth LLP

Guests: Unit 3405: Art Scott; Unit 4208 Shu Sullivan; Unit 4301: Demir Abdurrasid; Unit 2806: Sandy Furuike; Unit 1009: Deborah Kuhls; Unit 2207: Irene Masuoka; Unit 408: Mari Hirata; Unit 2408: Sally Kam; Unit 4307: Cliff Ishigaki; Unit 1003: Cyrus Chen; Unit M403: Guy Yamamoto; Unit 909: Erin Oda; Unit 2801: John Siebert; Unit 405: Lynette Fujimori; Unit M218: Alice Chang; Unit 601: Laurie, Unit 910: Ahmad Sadri; Unit 1207: Casey Say.

III. MINUTES

There being no corrections, the minutes of the October 6, 2025 Special Board Meeting & the October 8, 2025 Regular Board Meeting were approved as distributed.

IV. REPORTS

A. Treasurer's Report

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

B. General Manager's Report

1. Commercial Parking Driveway/Garage Assessment by Intera – GM Baker reported that Intera conducted the site survey inspection on 10/16/25 and is currently working on the report.
2. EV Orange Load Study – GM Baker reported that Oceanhead Electric will provide an update in January 2026. EM Oliveira to research invoices paid to Oceanhead Electric for the Electric Load Study.
3. Charge Point EV Station 3 Year Renewal – It was moved by Director Ishihara-Wong, and seconded by Director Lew, to approve ChargePoint, Inc.'s proposal for a 3 year renewal

agreement through November 1, 2028 for a maintenance plan (\$1,860) and Cloud Plan (\$1360) for a total cost of \$3,220. The motion passed by unanimous consent.

4. Dog Park Turf Change Order – It was moved by Director Ishihara-Wong, and seconded by Director Lew, to approve the change order from HAPA Landscaping for \$3,500 to remove the existing membrane before installation of the turf. The motion passed by unanimous consent.
5. Contracted Security Emergency Coverage – GM Baker reported that they are currently reviewing contract security companies to provide back-up Residential Specialists to cover shifts if emergency staffing shortages occur.
6. Club Room Improved Lighting Replacement Proposal – It was moved by Treasurer Young, and seconded by Director Arakaki, to approve the proposal from the Light Bulb Source Hawaii for 15 new light fixtures for the Club Room for a total cost of \$5,808.85. The motion passed by unanimous consent.
7. IREM’s Building Manager AWARD – Congratulations to GM Baker for winning the award for IREM Manager of the Year! The Board and meeting attendees congratulated him on this achievement.

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

CM Alueta reported that the 2026 Budget Packet was mailed to owners and posted on the AOOU’s Website.

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

No Report.

E. Master Association Representative (*General Manager*)

GM Baker gave a verbal report on the status of the Master Association’s Wayfinding Signage Plan. This item will be added to the next Board Meeting Agenda.

F. Social Committee

President Funakoshi reported that the Holiday Party is tentatively scheduled for Wednesday, 12/17/2025 on the Recreation Deck. There will be a blessing ceremony for the newly furnished lobby before the party.

V. OWNERS FORUM

Association Attorney Chris Goodwin and Attorney Ken Kasdan answered the owners questions about the written consent for the bylaw amendment, PEX pipe repairs, and the construction defect lawsuit.

Attorney Chris Goodwin departed the meeting at 7:57 p.m.

VI. UNFINISHED BUSINESS

- A. Construction Defect Litigation Update – An update was provided by Attorney Ken Kasdan during Owners Forum.

- B. RFP – Consultant/Project Manager for PEX Leak Repairs – The consultant selection was deferred until the next Board Meeting.
- C. Collection Policy & Priority of Payment Resolution – This item was deferred until the next Board Meeting.
- D. Level 1 Reserve Study Proposal for 2027 Fiscal Year – This item was deferred until the next Board Meeting.

#### VII. NEW BUSINESS

- A. Written Consent for Proposed Bylaw Amendment to Repair Individual Units – It was moved by President Funakoshi, and seconded by Treasurer Young, to ratify the approval to proceed with the written consent ballot for the proposed bylaw amendment to authorize the association to use settlement funds to repair individual units. The motion passed by unanimous consent.
- B. Insurance Renewal – It was moved by President Funakoshi, and seconded by Director Ishihara-Wong, to ratify the approval of the November 1, 2025 – November 1, 2026 Insurance Renewal Proposal. A copy of the Insurance Summary is attached to the minutes. The motion passed by unanimous consent.
- C. 2026 Meeting Calendar – CM Alueta presented the 2026 Meeting Calendar to the Board. Dates are subject to change.

#### VIII. EXECUTIVE SESSION

It was moved by Treasurer Young, seconded by Director Arakaki, to adjourn the regular session to go into Executive Session at 8:03 p.m. to discuss legal and personnel matters. The motion passed by unanimous consent. The Board adjourned the Executive Session and reconvened to regular session at 9:06 p.m.

Ken Kasdan and Chris Hikida departed the meeting at 8:24 p.m.  
GM Mike Baker departed the meeting at 8:58 p.m.

The Board approved the 2026 merit increases and yearend bonuses for the employees.

#### IX. FUTURE BOARD MEETING

The next Regular Board of Directors' meeting will be on Wednesday, January 14, 2026 at 6 pm (via Zoom).

#### XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:06 p.m.

Submitted by:

Michele Alueta,  
Recording Secretary, Associa Hawaii

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

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