

**AOUO THE COLLECTION  
BOARD OF DIRECTORS MEETING  
MINUTES  
SEPTEMBER 13, 2023 AT 6:00 PM  
ZOOM VIDEO CONFERENCE**

I. CALL TO ORDER

President Funakoshi called the Board of Directors meeting for AOOU The Collection to order at 6:00 p.m. via videoconference. A quorum was established at 6:16 p.m.

II. ATTENDANCE

Board Members: President Rodney Funakoshi, VP Wei-Kung Wang, Secretary Sharon Gi (6:16 pm), Directors Debra Ishihara-Wong, Sarah Mandeville, Directors Henry Lew (6:50 pm) and Treasurer Gwen Young (non-Board owner).

Absent/Excused: Kathryn Egan (excused) & Edison Ting

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

Guests: Unit 3404, Ruth Mizumoto; Unit 1010, Shirley Arakaki; Unit M403, Terry Yamamoto; Unit 2201, David Yang; Unit 3202, Jay Katz; Unit 2910, Gwen & Greg Young; Unit 4307, Cliff Ishigaki; Unit 3908, Jackie Lau.

III. MINUTES

The minutes of the August 9, 2023 Regular Board Meeting was approved as corrected, by unanimous consent.

IV. REPORTS

A. Treasurer's Report

The Financial Reports for the month of July 2023 was presented by CM Alueta and accepted by the Board of Directors, subject to audit.

B. General Manager

The written report from the General Manager was presented by Executive Manager (EM) Oliveira and is on file with the management office.

1. Tower Garage Striping: EM Oliveira presented photos of the garage striping and stop sign placement on 1<sup>st</sup> & 2<sup>nd</sup> levels of the parking garage. There were no objections.
2. Commercial Advertising Feedback Discussion: EM Oliveira will review a sample advertisement with Director Mandeville before the next Board Meeting.
3. Commercial Apartments ISS Fire System Monitoring/Service Cost: EM Oliveira will email the ISS Fire System estimates to Director Mandeville for review.
4. CCTV/Access Control System Proposals: EM Oliveira reported that the RFP has been sent out to the vendors with an October 5, 2023 deadline to submit bids.
5. Lobby Door and Tower Garage Door Upgrade: EM Oliveira reported that the Lobby and Garage doors will need to be evaluated by a reputable service company to provide recommendations for upgrades that will minimize downtime, service calls and repair costs.

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

1. CM Alueta presented the Budget Committee’s proposed 2024 Draft for the Board’s review during Unfinished Business.

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)

No report.

G. Social Committee

1. Executive Manager Oliveira reported that the Committee plans to hand out treats for Halloween and Holidays.

V. OWNERS FORUM

None.

VI. UNFINISHED BUSINESS

- A. Construction Defect Claims - Update: EM Oliveira reported there have been 58 PEX Leaks.

- B. Unit 401 Sale – Conversion of Parking/Storage to Common Element: President Funakoshi gave a verbal update on this item. CM Alueta to follow up with Felice Valmas CPA on proposal to provide a financial analysis. This item was deferred.

VII. NEW BUSINESS

- A. Review and Approval of 2024 Budget: CM Alueta presented the Budget Committee’s proposed 2024 Budget to the Board. Due to the recently announced proposed rate increases by the Board of Water Supply and Insurance Agent, Sue Savio, the Board requested an updated 2024 Budget proposal factoring in a 15% increase in water rates and 10% increase in property insurance and updated reserve income figures.

VIII. EXECUTIVE SESSION

Hearing no objection, President Funakoshi adjourned the regular session to go into Executive Session at 7:15 p.m. to discuss the delinquency and reconvened to regular session at 7:28 p.m.

IX. NEXT MEETING

The next Board of Directors’ meeting will be on Wednesday, October 11, 2023 at 6 pm (via Zoom).

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:28 PM.

Submitted by:

Michele Alueta,

The Collection - Minutes of The Board of Directors Meeting

September 13, 2023

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Recording Secretary, Associa Hawaii

Approved by the Board of Directors on October 11, 2023.