

**AOUO THE COLLECTION
BOARD OF DIRECTORS MEETING
MINUTES
SEPTEMBER 17, 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.

II. ATTENDANCE

Board Members: President Rodney Funakoshi, VP Wei-Kung Wang, Treasurer Gwen Young, Directors Debra Ishihara - Wong, Edison Ting, & Shirley Arakaki.

Absent: Secretary Sharon Gi, Directors Henry Lew & Sarah Mandeville

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

Guests: Unit 1810, John Lee; Unit 2207, Irene Masuoka; Unit 1910, Mike Lum; Unit 1009, Deborah Kuhls; Unit 708, Gerald Nakamura; Unit 2009, Tim Brown; Unit 2601, Laurie Lee; Unit 1203, Ratcliff Lee; Unit 1003, Cyrus Chen; Unit 4208, Shu Sullivan; Unit 910, Ahmad Sadri; Unit 1507, Gina Bien; Unit M403, Terry Yamamoto.

III. MINUTES

There being no corrections, the minutes of the August 13, 2025 Regular Board Meeting was approved as distributed.

IV. REPORTS

A. Treasurer's Report

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

B. General Manager's Report

1. Commercial Parking Driveway/Parking Stalls Assessment by Intera – EM Oliveira reported that the agreement with Intera Inc. has been signed and they are awaiting next steps.
2. EV Orange Load Study – EM Oliveira reported that the Oceanhead Electric completed the last phase of the electric load study on August 25, 2025, and gave a brief summary. The Board requested that the Management Team draft a plan and policy for the installation of outlets and EV chargers and to meet with Oceanhead Electric to review the Board's concerns regarding the results of the load study and the delays in completing the study. An update will be provided in the next Board Meeting.
3. Orbot Vibe – OP Machine Proposal – Motion by Treasurer Young to purchase the Orbot Vibe-Deep Cleaning Flooring Machine for \$4,095, less the \$675 discount, for a total of \$3,420 plus

shipping/handling. Seconded by Director Ting, the motion passed by unanimous consent. EM Oliveira to inquire about an extended warranty.

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

Chair/Treasurer Young reported that the 2026 Budget and Reserve Study proposal will be reviewed during Unfinished Business.

D. Commercial Units Report (Chair Sarah Mandeville)

No report.

E. Governance Committee (Chair Wei-Kung Wang)

1. Party Facilities Insurance Requirement – Chair Wang gave a verbal report on this item. Motion by Director Ishihara-Wong to change the House Rules to require separate party/event insurance for use of the common areas for party purpose reservations if alcohol is served. Seconded by Director Arakaki, the motion failed. The Management Team and Board will continue to monitor this issue.

In favor: D. Ishihara-Wong

Opposed: R. Funakoshi, G. Young, W. Wang, S. Arakaki, E. Ting

Abstained: None.

F. Master Association Representative (General Manager)

EM Oliveira reported that Kaiaulu ‘o Kaka’ako Master Association approved their 2026 Budget.

G. Social Committee

President Funakoshi and EM Oliveira announced that Halloween Treats will be distributed for Halloween.

V. OWNERS FORUM – None.

VI. UNFINISHED BUSINESS

A. Construction Defect Litigation Update – EM Oliveira reported 144 PEX leaks to date and that Unit 1003 had a full pipe reroute. The Management Team will follow up with Ken Kasdan to provide an update on status of the settlement agreement.

B. 2026 Budget and Reserve Study – Motion by VP Wang to approve the 2026 Budget and Reserve Study, including a 3% increase in Management Fee, as presented. Seconded by Treasurer Young, the motion passed unanimously.

The details of the approved 2026 Budgets and Reserve Studies are as stated below:

- Common: The approved budget provides for \$108,747 per month in revenues, \$106,437 per month in total operating expenses and \$2,310 per month transfer to reserve funds. Effective January 1, 2026, maintenance fees to support the approved budget total \$103,796 per month, which is a 66.36% increase over the current year.

- Tower: The approved budget provides for \$389,014 per month in revenues, \$356,614 per month in total operating expenses and \$32,400 per month transfer to reserve funds. Effective January 1, 2026, maintenance fees to support the approved budget total \$326,161 per month, which is a 3% increase over the current year.
- Midrise/Lofts: The approved budget provides for \$40,911 per month in revenues, \$33,911 per month in total operating expenses and \$7,000 per month transfer to reserve funds. Effective January 1, 2026, maintenance fees to support the approved budget total \$36,547 per month, which is a 2.94% increase over the current year.
- Commercial: The approved budget provides for \$5,699 per month in revenues, \$3,465 per month in total operating expenses and \$2,234 per month transfer to reserve funds. Effective January 1, 2026, maintenance fees to support the approved budget total \$5,697 per month, which is a 0% increase over the current year.
- Effective May 1, 2026, the management fee is \$4,233.60 per month, tax inclusive, plus reimbursable charges based on Associa Hawaii 2026 Exhibit A.

VII. NEW BUSINESS

- A. RFP – Consultant/Project Manager for PEX Leak Repairs – GM Oliveira presented the RFP Summary to the Board. The Board requested to invite the 3 bidders to the next Board Meeting to do a brief presentation and answer the Board’s questions.
- B. Collection Policy & Priority of Payment Resolution – This item was deferred to give the Board additional time to review the recently updated policy from the association attorney.

VIII. EXECUTIVE SESSION

None.

IX. FUTURE BOARD MEETING

The next Regular Board of Directors’ meeting will be on Wednesday, October 8, 2025 at 6 pm (via Zoom).

XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:22 p.m.

Submitted by:

Michele Alueta,
Recording Secretary, Associa Hawaii

Approved by the Board of Directors on October 8, 2025.