

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF TROPICANA VILLAGE-AIEA, PHASE 2 & 3
MAY 18, 2022 via Zoom**

I. CALL TO ORDER

Vice-President Taira called the regular meeting of the Board of Directors of Tropicana Village-Aiea Phase 2 & 3 to order at 6:05 p.m. via Zoom.

II. ATTENDANCE

Board Members Present: Vice-President Midgie Taira, Secretary Barbara Asato, Directors Vincent Kieger, George Passmore and Marc Colozzi.

Absent: President Julie Sankey, Treasurer Steve Bear, Assistant Treasurer Dylan Davis, and Diane Maiola

Present By Invitation: Mgmt. Executive Maria Westlake, Hawaiiana Management Co., Justin Ventar, Property Maint. Mgr., Lindsey Tomao and Chris Oxendine of Master Piece Construction.

Owners: 98-530 #4 Tiffany Koc

III. OWNER'S FORUM

Mrs. Koc shared her concerns about rotting above her garage and that the flooring in her unit is sloping. PPM Ventar has an appointment to visit the unit on May 20, 2022.

IV. APPROVE MINUTES

Secretary Asato motioned to approve the April 20, 2022 Regular Meeting Minutes Director Kieger seconded the motion and it was unanimously approved.

V. TREASURER'S REPORT

It was the consensus of the Board to defer the approval of the January, February and March 2022 financial report. The April 2022 was not yet available.

VI. UNFINISHED BUSINESS

1. **CMU Project:** *This item was discussed in Executive Session.*
2. **98-530 #1 Window Repair Request:** Project is pending the arrival of the window parts.
3. **98-524 #4 – Window Cranks, Window Re-Seal, Wall Repair:** Project is completed.
4. **98-453 #2 Repairs to Wall, Ceiling, Garage Door, Lanai Deck Floor, Entrance Landing:** Project is still in progress.
5. **98-524 #3 – Ceiling Repair:** Project is completed.
6. **98-441 #1 – Ceiling Repair:** Project is completed.
7. **98-554 CMU Repair Proposals:** Ms. Tomao and Mr. Oxendine discussed the need for an updated scope of work. Mr. Oxendine will coordinate a site visit with PMM Ventar and develop a new contract.
8. **Termite Tenting Fumigation:** The tenting schedule will be mailed to owners on June 1, 2022.
9. **98-554 Rain Gutter Installation:** Deferred, pending proposals.
10. **98-445 #2 – Rain Gutter Repair:** Deferred, pending proposals.
11. **Credit Cards for Vendors:** PMM Ventar received the credit debit card.
12. **AIG Loss Control Recommendation - Notice to Install Smoke Alarm:** The letter will be mailed to owners along with the termite testing scheduled and the owner's registration form on June 1, 2022.
13. **98-530 #2 – Request to Repair Wall:** PMM Ventar working on getting proposals now that the railing is repaired.

14. **98-530 #2 – Request to Repair Stairway Railing:** Railing repairs are completed. ME Westlake to process payment.

VII. NEW BUSINESS

1. **98-530 #4 – Request to Check Sloping Floors:** PMM Ventar has an appointment to view the area of concern on May 20, 2022.

VIII. EXECUTIVE SESSION

The Board discussed legal, financial or personnel matters from 7:04 pm to 7:06 pm.

IX. NEXT MEETING

The next regular Board meeting will be on June 15, 2022 at 6:00 pm via Zoom.

X. ADJOURNMENT

There being no further business to discuss, Vice President Taira adjourned the meeting at 7:06 pm.

Approved by Vice President Taira: _____ Date: _____

Submitted By: Maria Westlake Recording Secretary