

**AOAO TROPICANA VILLAGE-AIEA, PHASE 2 & 3**  
**REGULAR BOARD OF DIRECTORS' MEETING MINUTES**  
**JANUARY 17, 2024**  
**ON SITE AT PAVILLION**

**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 6:03 p.m. The Management Executive from Hawaiiana Management Company, Maria Westlake was Recording Secretary.

**II. ATTENDANCE**

**Present:** President Julie Sankey, Vice President Midgie Taira, Treasurer Steve Bear, Secretary Barbara Asato and Director Diane Maiola

**Absent:** Assistant Treasurer Dylan Davis and Directors Vincent Kieger, Marc Colozzi and George Passmore

**By Invitation:** Hawaiiana Management Co. Management Executive Maria Westlake

**Owners:** None

**III. OWNER'S FORUM**

No owners attended the meeting to share comments.

**IV. APPROVE MINUTES**

October 18, 2023, Regular Board Meeting Minutes: Vice President Taira moved to defer approving the minutes for more time to review. There were no objections.

**V. TREASURER'S REPORT**

Financial Reports for October 2023 and November 2023: Treasurer Bear reviewed the financial report and moved to approve them subject to audit. There were no objections. The December 2023 financial report is not yet available.

**VI. PROPERTY MAINTENANCE MANAGER'S REPORT**

Treasurer Bear provided an oral report reviewing the reports he emails each Friday.

**VII. UNFINISHED BUSINESS**

1. **CMU Project:** The Board requested a Special Executive meeting to discuss the recommendations shared in an email from legal counsel, Maxwell Copper, Esq.
2. **Unit 98-554 #2 – Wall and Window Repair:** ME Westlake to draft a notice as a demand for reimbursement of the \$18,455.49 issued in May 2021 with a deadline of 10 days to return the funds. President Sankey to review and have certified mailed.
3. **Unit 98-425 #2 – Ceiling By Stairway Repair:** Vice President Taira to coordinate the correct cabinets be installed on January 18, 2024.

4. **Asphalt Repair:** Treasurer Bear motioned to approve the proposal from Sunrise to remove the speed bumps to allow water to drain from the driveway. Secretary Asato seconded the motion. All were in favor.
5. **Unit 98-425 #4 – Water Pipe Clean Out Reimbursement Request:** Owner requested to be reimbursed for plumber invoice to clean out system. Treasurer Bear motioned to deny the request for reimbursement as the clog in the pipes did not affect units 3, 2 or 1. Vice President Taira seconded the motion. There were no objections.

#### VIII. NEW BUSINESS

1. **House Rules Revision to Add EV Policy:** Treasurer Bear motioned to accept the revised House Rules. Vice President Taira seconded the motion. There were no objections. ME Westlake to send notices to owners of the update.
2. **Personal Touch Landscaping – Irrigation Repairs Est. #5341:** The Board unanimously approved the quote with correction on the description in the scope of work. ME Westlake to send deposit.
3. **Personal Touch Landscaping – Irrigation Repairs Est. #5343 for 98-413 #1 – Water Ponding:** It was the consensus of the Board to decline this project. Treasurer Bear to research alternate repair measures.
4. **Personal Touch Landscaping – Irrigation Repairs Est. #5344 for 98-401 #4:** Treasurer Bear motioned to approve the scope of work. Vice President Taira seconded the motion. All were in favor.
5. **98-542 #4 – Car Parking Request:** Vice President Taira motioned to allow the car that is owned by occupant of 98-542 #3 to remain parking stall # 5424 for 3 months. Treasurer Bear seconded the motion. There were no objections. ME Westlake to send a letter to both units.
6. **98-425 #2 – Solar Panel Removal Request:** The Board unanimously approved to have Treasurer Bear attain bids. Unit owners of #2 and #1 are aware they will be responsible for the cost of removal.
7. **98-425 #2 – Roof Repairs Request:** Treasurer Bear is attaining bids, as shingles are thinning out. ME Westlake to verify if re-roofing project falls in 2025 or 2026.
8. **Reserve Study:** ME Westlake to attain bids.
9. **Newsletter:** Vice President Taira is working on the next newsletter.

#### IX. EXECUTIVE SESSION

The Board entered Executive Session from 6:10 pm to 6:30 pm to discuss financial, personnel and contractual matters.

1. **Acct 1488-07900-000 – Rent Intercept:** ME Westlake to follow up with Legal Counsel.

#### X. NEXT MEETING

The next Special Executive Board meeting is on January 29, 2024 at 6:00 pm in front of the site manager’s office. The 2024 Annual meeting is on February 12, 2024 at 6:00 pm in the Aiea Public Library. The next regular Board meeting will be on February 12, 2024 directly following the 2024 Annual Meeting.

#### XI. ADJOURNMENT

There being no further business to discuss, President Sankey adjourned the meeting at 8:04 pm.

Submitted By:  
Maria Westlake, Recording Secretary.

Approved On: \_\_\_\_\_