

## MINUTES

BOARD OF DIRECTORS MEETING  
TROPICANA VILLAGE, AIEA - PHASE II & III  
AUGUST 22, 2024  
ON-SITE, RECREATION PAVILLION  
6:00 pm

### **I. CALL TO ORDER**

Noting a quorum, the meeting of the Board of Directors of Tropicana Village, Aiea - Phase II & III was called to order at 6:02 p.m. by Vice President Taira.

### **ESTABLISH A QUORUM**

Members Present: Vice President Midgie Taira, Treasurer Steve Bear, Secretary Barbara Asato and Directors Marc Colozzi, Vincent Keiger and Dianne Maiola

Members Absent: President Julie Sankey, Directors George Passmore and Dylan Davis

### **II. MINUTES**

The minutes of the previous meeting were not available. Treasurer Bear made the motion that the review of the July 21 meeting minutes be postponed to the next board meeting in September 18, 2024. (The motion was seconded and there being no objections, the motion was passed.)

### **III. INTERIM PROPERTY MANAGER'S REPORT**

Interim Property Manager Bear reported that he had emailed out weekly reports to the board throughout the months of July and August. He also gave a quick report on the roofing project taking place. He asked if there were any questions regarding any of the reports.

As of August 22 2024, there is still more roofing work to be done. There is going to be a roofing meeting on August 23, 2024.

### **IV. TREASURER'S REPORT**

Treasurer Bear reported that, not having received the Hawaiiiana Financial Report for July, and being completely unaware of the association financial order, he could not give a report at this time. Treasurer Bear made the motion that the August Treasurer's report be postponed until the September board meeting.

We need a replacement debit card because the bank stopped the original card.

### **V. UNFINISHED BUSINESS**

1. **CMU Project – Update.** Treasurer Bear stated that the board will be requesting more information from the attorney regarding the mediation. He made a motion to postpone this discussion until the September board meeting. (The motion was seconded and there being no objections, the motion was passed.)

2. **98-554 #2 – Masterpiece Construction Letter – Update** Treasurer Bear stated that the Hawaiiana Management Executive is not attending this meeting and will be directed to have more information available to submit to the board at the next meeting. He made a motion to postpone this update until the September meeting. (The motion was seconded and there being no objections, the motion was passed.)
3. **Exterior Electrical Lighting Update.** Treasurer Bear reported that the project for Phase 2 exterior lighting upgrade is complete and that presently, the total final estimated cost is about \$9,000, which is \$1,000 below the proposed budget of \$10,000.
4. **Reserve Study Proposal Update.** Treasurer Bear presented the completed Reserve Study submitted by McCaffery Reserve Consulting. He stated that, once again, McCaffery has given the association a great reserve study that should give the board a very useful tool in generating the association budgets over the next few years. He asked if there were any questions regarding the Reserve Study or the importance of it.  
(There being no questions asked, Treasurer Bear made a motion to accept the McCaffery Reserve Study as presented. The motion was seconded and there being no objections, the motion passed.)  
As of August 22, 2024, we are still waiting for Hawaiiana to provide more information on the Reserve Study.
5. **By-Law amendment to 30% Quorum for Annual Meeting.** Deferred to September meeting, awaiting more information from Hawaiiana on how this would affect the Declaration, paragraph 3. B. Common Interest. Treasurer Bear reported that the Tropicana Village Aiea Phase 2 & 3 Declaration does state that each apartment will have 1/112 fractional interest for all purposes, including voting. An amendment of the By Laws, without also amending the declaration would be legally conflicting. He also noted that the provisions for amendments contained in the By Laws determine the requirements for amending the document, which is a passing vote of 65% of all members by vote or by written consent. And that the Declaration states the same, except that it requires a 75% owner approval to pass an amendment. Treasurer Bear made a motion to postpone this until the September board meeting. (The motion was seconded and there being no objections, the motion passed.)
6. **98-433 #1 – Solar Panel Installation Request.** Treasurer Bear reported that the owner has submitted all required documents, except for the solar panel installation agreement. The solar panel installation agreement previously used was outdated and needed updating. He made a motion to postpone the owner's request to the September meeting and an updated agreement would be given to them for signing and presenting at that meeting. (The motion was seconded and there being no objections, the motion passed.)
7. **Insurance Premium Payment – To Begin in September.** Treasurer Bear reported that Hawaiiana Management has not given any information on how they are going to record the payments from owners and how we would be able to track the payments being made, or not made. He made the motion to postpone this agenda item to the September Board meeting, awaiting more information from Hawaiiana Management. (The motion was seconded and there being no objections, the motion passed.)

8. **98-437 #1 - Garage Doors.** Treasurer Bear reported that the owner has still not painted his garage doors, and that Hawaiiana Management supposedly had mailed him a letter regarding this violation. But, to date, Hawaiiana has not presented the letter to the Board of Directors for review. Treasurer Bear made the motion to postpone this agenda item to the September Board meeting, awaiting more information from Hawaiiana. (The motion was seconded and there being no objections, the motion was passed.)

## VI. **NEW BUSINESS**

1. **Corporate Transparency Act.** Treasurer Bear explained this Act and how it will affect the Board of Directors for Hawaiiana reporting the financial operations to FinCEN (Financial Crimes Enforcement Network), He explained that the Treasury Department has prioritized efforts to implement the Corporate Transparency Act (CTA) to prevent corrupt and other actors from laundering illicit funds through anonymous companies in the United States. HOAs and condo associations included. Hawaiian Management needs to explain how they will implement this new reporting requirement. Treasurer Bear made the motion to postpone this agenda item to the September Board meeting, (The motion was seconded and there being no objections, the motion was passed.)
2. **Budget 2025.** Treasurer Bear reported that he has already begun working on the 2025 budget and needs to request more financial information from Hawaiiana Management. He stated that he needs to review their proposed 2025 budget, including their estimated 2025 maintenance fee and property insurance increase, as well as any updated monthly Hawaiiana Financial Reports. He also recommended that a budget committee be formed to review all the upcoming revised budget proposals. Treasurer Bear made the motion to postpone this agenda item to the September Board meeting, awaiting more information from Hawaiiana. (The motion was seconded and there being no objections, the motion was passed.)
3. **Drywall Repairs at 98-409 #4 – Proposal from Leeward Drywall.** Treasurer Bear submitted a proposal from Leeward Drywall to complete the interior bedroom repairs at this address caused by the previous roof leak. He stated that the damage was extensive due to mold that had formed and large sections of drywall, as well as wood wall framing had to be removed and discarded. This must all be replaced. The owner requested that Leeward Drywall only complete the drywall installation, taping and mudding. They want to apply their own new color paint and texture. This will save the association some money by not having to retexture and repaint. Treasurer Bear made the motion to accept the proposal for \$2, 966, for necessary repairs caused by the roof leak. (There being no questions asked. The motion was seconded and there being no objections, the motion was passed.)
4. **New Solar Panel Agreement.** Treasurer Bear presented a new updated solar panel system signature agreement and Addendum A for board review and approval. (A motion was made to approve the new solar panel system signature agreement and Addendum A. (The motion was seconded and there being no objections, the motion passed.)

**VII. DATE, TIME AND PLACE OF NEXT MEETING**

The next Board of Directors Meeting is scheduled for September 18, 2024 at 6:00 p.m.

**VIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:10 p.m.

Submitted by:

*Barbara Asato*

Secretary Barbara Asato

Recording Secretary

Approved by the Board on:

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