

**AOAO TROPICANA VILLAGE-AIEA, PHASE 2 & 3**  
**REGULAR BOARD OF DIRECTORS' MEETING MINUTES**  
**October 16, 2024**  
On Site

**I. CALL TO ORDER**

President Julie Sankey called the regular meeting of the Board of Directors of Tropicana Village-Aiea Phase 2 & 3 to order at 6:00 p.m. The Management Executive from Hawaiiiana Management Company, Theresa Angela Ligaya was Recording Secretary.

**II. ATTENDANCE**

**Present:** President Julie Sankey, Vice President Midgie Taira, Treasurer Steve Bear, Assistant Treasurer Dylan Davis, Directors Diane Maiola and Marc Colozzi.

**Absent:** Secretary Barbara Asato, Directors Vincent Krieger and George Passmore

**By Invitation:** Hawaiiiana Management Co. Management Executive Theresa Angela Ligaya

**III. OWNER'S FORUM**

**IV. APPROVE MINUTES**

September 18, 2024 Regular Board Meeting Minutes: Treasurer Bear moved to approve the minutes. Vice President Taira seconded. The motion carried unanimously.

**V. TREASURER'S REPORT**

Financial Reports for August 2024: Treasurer Bear went over the report.

**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**: This item was discussed during executive session. No decisions were made at this time.
2. **Unit 98-554 #2 – Wall and Window Repair**: This item is closed and will be removed from the agenda.
3. **Reserve Study**: The final invoice was approved and will be processed for payment.
4. **98-433 #1 – Solar Panel Installation Request** – This item is awaiting the permit. The paperwork has been completed. Treasurer Bear motioned to approve the request. Vice President Taira seconded. The approval carried unanimously. A letter will be provided to the owner advising of the approval.
5. **Insurance Premium Payment - Update** – It was the consensus of the board to engage other agents as the 2025 renewal approaches.
6. **98-437 #1 – Garage Doors** – A third letter will be sent to the owner, in accordance with the fining policy.
7. **Corporate Transparency Act** – ME Ligaya advised the board that the association does not qualify as a Non-Profit organization. Compliance is due by 1 January 2025.
8. **2025 Budget** – This item is deferred until next month.
9. **Tracking of Billing/Payments for Solar Panel Removal**: – Chargeback letters will be sent to affected owners once the invoices are approved by Treasurer Bear and Vice President Taira. Letters will be provided to the board and charges will be placed on the owners' ledgers.

**VIII. NEW BUSINESS**

1. **Purchase of Power Tools from Owner/Contractor**: Assistant Treasurer Davis motioned to accept the offer to buy tools from an owner relocating to the mainland for \$500.00. Director Colozzi seconded the motion. This will be processed as a reimbursement once the transaction occurs.

2. **Next Step – Change Order – Fascia and Frame Repairs:** A change order for the amount of approximately \$1996.00 was presented to the board. Treasurer Bear motioned to approve. Assistant Treasurer Davis seconded. The motion carried unanimously.
3. **Unit 98-457 #4 - Inspection:** Coordination will be completed to gain entry to this unit for inspection for repairs from water damage. This is pending.

**IX. EXECUTIVE SESSION**

The Board entered Executive Session from 6:50 pm to 7:37 pm to discuss financial, personnel and contractual matters.

**X. NEXT MEETING**

The next regular Board meeting will be on November 20, 2024 at 6:00 pm at the pavilion.

**XI. ADJOURNMENT**

There being no further business to discuss, President Sankey adjourned the meeting at 7:38 pm.

Submitted By:  
Theresa Angela Ligaya, Recording Secretary.

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