

**Kalapana Seaview Estates Community Association**  
RR 2 Box 4537, Pahoā, Hawaii  
808-965-2607

**Draft Minutes:** January 14, 2013

Board of Directors Meeting held at  
Seaview Park Pavilion

Jim McRae, as senior officer appointed Christina Hazard to the board in order to meet quorum requirement. Christina accepted.

**Board Members Present:** Jim McRae, Scribe; Kelly Finn, Clerk; John DuBois; Director-at-Large; Christina Hazard, director-at-Large.

**1. Call to Order:** In the absence of the president, Pat Rocco, and the resignation of the vice president, Helen Noble, the meeting was called to order at 3:22 pm by Jim McRae the senior officer.

**Motion:** by John , seconded by Kelly to audio and video record meeting. Passed unanimously.

**A. Motion:** by John, seconded by Kelly to change order of agenda to move nominations of board members, to fill any board vacancies, to the first item on agenda. Passes unanimously.

**B. Nominations:** Christina nominated Gary Polinsky. seconded by John. Passed unanimously,

**2. Minutes:** Motion by John, seconded by Kelly to accept the December 9, 2012 minutes as corrected. Passed unanimously.

**3. Treasurer's Report:** tabled due to Mark Wyatt's pending resignation.

**3a. Motion:** by John, seconded by Christina to request Mark Wyatt, treasurer, to hand over all files, signature cards, checks and treasurer's reports, all inclusive, to the senior officer, Jim McRae, of the current board as of today, January 14, 2013, within the next 7 days. Letter to be written by Kelly and sent certified return receipt by US postage. Passed unanimously.

**4. Executive Meeting Report:** Uschi Snover submitted documents with detailed

descriptions of each job title for the Board of Directors. These are easily transferable to new person with room to reassign jobs among the board as needed.

**5. Timekeeper Appointment:** Motion by Kelly, seconded by John that, at any meeting, the board can decide to appoint a timekeeper as needed. Passed unanimously.

**6. Park Report:**

**A. Community Workday:** tabled

**B. Community Garden:** tabled; Dana Malina not present.

**C. Pavilion Park Shed:** Need to put dead bolt on front door currently the front is being barred from the inside and we are currently entering the shed from the back door. David Hoffeld will install a dead bolt to front door. No alarm system to be installed in consideration of neighbors. David Hoffeld suggested a 12 volt motion sensor, cost estimated to be about \$160.

**7. Newsletter:** Athena asked the directors to turn in their rough draft ASAP. She also asked for written articles from any member that would like to share their wise words. Timeline is attached.

**8. Bylaw Review Committee:** Presented and passed out a 6 page document on proposed bylaw amendments to be voted on at next AGM. Committee asked members to read and give feedback within the next two weeks.

**9. Old Business:** Trees being cut down in Park:

**Motion:** by Kelly seconded by John. In the future any trees in the park that are to be removed will be clearly flagged at least 30 days in advance and to be discussed at the next board meeting. A notice will be posted on front board. Vote: yes-3 John, Gary and Kelly, no-0 and abstain-1 Christina.

**10. New Business:** Park cleanup concerning Scott Stone's property adjacent to the park: Trees and brush were cut on Scott's property by Noah.

**Motion:** by Christina, seconded by John that we have a written contract with any contracted help. Passed unanimously.

**Motion:** by Gary, seconded by Christina that the Association plant and maintain trees on the boarder of the park and Scott's property to replace those cut down. Types of trees to be discussed with Scott. Passed Unanimously.

**11. Executive Session:** Regular meeting recessed at 5:11 pm for executive meeting. Executive meeting closed at 5:22 pm. Regular board meeting resumed at 5:22 pm.

**12. Adjournment:** The meeting was adjourned at 5:24 pm. The next Board Meeting will be held on the second Monday of February, February 11, 2013 at 3:00 pm, in the Pavilion.

Minutes submitted by:  
Patti Lightcap, Secretary  
Approved by;  
James McRae, Scribe