

Kalapana Seaview Estates Community Association
R.R. 2, Box 4537, Pahoia, HI 96778

KSECA Board of Directors Meeting
Monday, February 13th, 2017, 4:00 P.M. at the Pavilion

FINAL MINUTES

1. Call to Order: At 4:06 PM by Hazen Komraus, President

Board members present: John D., Phil H., Jean H., Kelly F., Archer, and Hazen K.

Members present: Kevin Sulgit, Eufhoria, Dave Hoffeld, David Ream

- A. Opening Statement
- B. Additions/Corrections to Agenda
- C. Announcements

2. Treasurer's Report

- A. January Report- Tabled

3. Minutes January BOD Meeting

The minutes of last month's meeting were read and a few corrections made. Jean made a motion to accept the minutes, as corrected, seconded by Phil. Unanimous; motion passed.

4. Clerk's Report

- A. Filing Documents

No news to report other than no available mailboxes at present.

5. Resident Concerns

Eufhoria commented on an issue of squatters camping on an undeveloped lot with no facilities. We gave recommendations and will talk to involved parties.

6. Board Business Reports

- A. Permaculture Garden: No report

- B. Parks

Kelly brought up reports of people taking water from the spigot of the pavilion park catchment tank which is non-potable water. John D. made a motion to remove the spigot, seconded by Kelly. 2 ayes, 4 nays (Hazen, Jean, Phil, Archer); motion failed.

- 1. Horse mats for playground - Dave H. is going to pick up the mats for the playground
- 2. Fire Ants – KFA has not tested our parks for fire ants for a few months so we will have them come out in March to test.

C. Mailbox Center – Bob Kirk is working on getting County permits. John made a motion to ask the Mailbox Committee to explore the possibility with the County of putting the new mailbox center in the upper (empty) park, seconded by Hazen. Unanimous; motion passed.

Kelly is contacting the USPO to procure agreement for delivery to the upper park.

- D. Social Chair

Archer reported the November potluck had 25 people and the walk to the sea had 15 people. This Saturday, Feb. 18th, is the chocolate glow party in the pavilion. Archer has received \$100 in donations for future social events. Future events will be held the Saturday before the regular Board meeting. Next event is March 11, a bike ride, meet at top of Seaview at Kamoamo.

7. Old Business

A. Board Best Practices: The board will reconvene to formalize protocols.

B. Contracts: John made a motion to put out a RFP for all contracts with bids due at the end of April, seconded by Hazen. One abstention (Kelly); motion passed.

C. Dues in Arrears and Budgetary Issues: John made a motion to assess a 10% penalty for owners in arrears who do not pay in full by May 2017, seconded by Jean. Unanimous; motion passed.

D. Audit: Phil has gotten 3 bids so far. Kelly F. will add a proposed bylaw change to have mandatory audit every four years instead of two.

E. AGM and Newsletter: We reviewed the newsletter articles. We discussed the AGM including the food. Kelly made a motion to re-hire Phet Chara to make the food again this year for a maximum of \$350, seconded by Jean. Unanimous; motion passed. Kevin Sulgit volunteered to facilitate the AGM. We have been looking for a facilitator but so far the only available ones charge a high fee.

F. Formalize Pavilion reservation and sound policies – We discussed the subject of removing privilege of members who violate the sound/permission policy.

8. New Business

A. Ballot Voting

John brought up the use of ballots in voting for new Board members and for issues at the Annual General Meeting (AGM) scheduled for April 30, 2017. This issue had come up for vote at the 2012 AGM, however, the outcome of the vote and the precise implementation of the vote was not clear to most on the Board. To implement ballot voting the Board was supposed to run this through legal review, amend the bylaws and then carry it out. These steps, however, have not been taken. The current Board is not opposed to using ballots, however, proper protocol for doing so has not been established. Despite this, John maintains that we should be using ballots for this year's AGM votes, and he further stated that if this was not done then he intended to "invalidate the [AGM] meeting." This topic will be continued at the reconvened meeting.

9. Announcement of Date of Next BOD Meeting

The meeting was unanimously recessed at 7:40 PM and will reconvene at 4:00 PM on Sunday, February 26, 2017, at Hazen's house to go over legal matters for the AGM, and use of ballots.

Minutes submitted by Kelly Finn.

KSECA Board of Directors February 26, 2017 Reconvene of the February 13, 2017 session

Call to Order at 6:06 pm by Hazen Komraus at Komraus residence.

J. DuBois, appointed Acting Scribe. Present: H Komraus, J DuBois, P. Hartman, J. Howell, K Archer, David Reams

Announcement from Kelly Finn (Scribe) via hard copy correspondence about concerns of her e-mail sent to KSECA attorney, Steven Strauss without any gain of response from esquire of prior inquiries concerning discussion of legal matters to be presented at the upcoming 1017 KSECA AGM in April.

Treasurer's Report by Phil Hartman presented. J. DuBois moved to accept the report as read. J. Howell second. Motion passed unanimous. Treasurer copy attached to minutes.

Board Business Reports

B. Parks Horsemats for playground and articles needed to barricade front park area to sod or replant later was volunteered by P. Hartman to be picked up his next trip into Hilo Town.

Old Business

A. Board Best Practices – Tabled due to time constraints

B. Contracts:

1. P. Hartman presented proposals from several qualified accountants and agencies that were contacted for the required 2016 KSECA audit. The Dolan Proposal was the lowest estimate. P. Hartman moved to accept a contract with the CPA Ron Dolan firm for the 2016 audit, capped at \$2,700.00. H. Komraus second, motion passed unanimous. Connie Yeung is the firm's contact person.

2. A third party facilitator for the 2017 AGM is under discussion and being researched by S. O'Daugherty, in particular with the League of Women Voters and Ku'ikahi Meditation Center for bids. Outcome is pending.

C. AGM

1. Assistant volunteers are required for the April 30, 2017 AGM. Volunteers will be need to train and be available for both the training date and the AGM. The training date/time is to be announced. Volunteers who will help at the sign-in table will need to report to the Pavilion at 10:45 AM on 4/3/17. Volunteers who will assist with the set up will need to report to the Pavilion earlier.

2. A form of payment request for payment on annual dues billing and fees by check, credit card, PayPal, money order or cashiers check for amount due and/or online payment prior to the meeting. The Board requests that no cash be used for payment for security reasons.

3. Newsletter mailing – A review of the 2017 KSECA AGM Agenda prepared by J. DuBois was discussed. K. Archer moved to accept this agenda as corrected for final print. J. Howell second, motion passed unanimous.

J. Howell moved to use the 2016 Proxy form as a mirror for the 2017 Proxy form updated without ballots for the 2017 final print. K. Archer second, motion passed. (3) three ayes: J. Howell, K. Archer, P. Hartman, (2) nays: H. Komraus, J. DuBois

Solicitation of the Proxies by the BOD announcement is to be posted immediately.

Printed for posting at this meeting by consensus. Prospectus of Charles Collins willingness to serve on the Board was read and will be final printed in the newsletter by consensus.

New Business

Bylaw Review Committee: J. Howell moved to have the standing BRC convene within the next six weeks. H. Komraus second, passed unanimous.

Balloting procedures are to be addressed and implemented at the following AGM, next 2018 KSECA AGM session. There was much discussion and confusion regarding how to implement ballot voting.

Adjournment

Call of the next KSECA BOD meeting scheduled for Monday, March 13, 2017 at the Pavilion Park. J. Dubois moved to adjourn, H. Komraus second, motion passed unanimous. Session concluded at 9:11PM

Submitted by John DuBois