

2019 ANNUAL GENERAL MEETING (AGM) AGENDA
Sunday April 28th, 2019 11:00 AM

Seaview Upper Park Pavilion (Mapuana Ave & Nahokulele St.)
Voter Registration and Sign-in – 9:00AM – 11:00 AM (Please arrive early)

1. OPENING OF MEETING

- a. Call to Order – Hazen Komraus, President
- b. Confirmation of Quorum
- c. Confirmation of Facilitator
- d. Additions and Corrections to the Agenda

2. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES

- a. Financial Report
- b. Clerk’s Report – Jean Howell, Clerk
- c. KSECA Membership Bylaw Review Committee

3. REPORTS OF SPECIAL COMMITTEES

- a. Mailbox Center Report

4. ELECTIONS

- a. Form Voting Committee
- b. Distribution of Proxies – Clerk
- c. Candidate Nominations & Confirmation
- d. Voting—Three Directors for two year term

- e. Election Tallies – Lunch will be served while votes are tallied (Please bring plate, utensils & glass.)

- f. Election Results by Balloting Committee

5. UNFINISHED BUSINESS

- a. Bylaw Revision
- b. Park Policies
 - i. Freebox
 - ii. Sunday Gathering
 - iii. Lawn Perimeter Estimates

6. NEW BUSINESS

- a. Paperless Billing

7. ADJOURNMENT

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KSECA ANNUAL GENERAL MEETING (AGM) APRIL 28, 2019

PROXY FORM

Property Owner Name (Print - required) _____

Property Owner Signature (required) _____

TMK # (required) _____

Date (required) _____

Check ONLY one (1) box below

For quorum purposes only.

To the attendee whose name is printed on the line below:

To the Board of Directors as a whole and that the vote be made on the basis of the preference of the majority of the Directors present at the meeting.

To those Directors present at the meeting and the vote to be shared with each board member receiving an equal percentage.

For a proxy to be a valid vote, **one form for each TMK** must be completed and delivered to the KSECA Clerk no later than **Thursday, April 25th by 4:30pm**. Ballots must be **MAILED** to Clerk at:
12-7017 Kalihikai St #4537 Pahoia, HI 96778

Financial Statement

BALANCE SHEET 12/31/2018

ASSETS

Current Assets	
Bank Accounts	
Bank of Hawaii	\$44,651.57
ING Savings/Capital One	\$48,912.36
Total Bank Accounts	\$93,563.93
Accounts Receivable	
Accounts receivable	\$325.00
Total Accounts Receivable	\$325.00
Other Current Assets	
Undeposited Funds	\$0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$93,888.93
Fixed Assets	
New Mailbox Structure	\$1,750.00
Total Fixed Assets	\$1,750.00
Other Assets	
Certificate of Deposit	\$0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$95,638.93

LIABILITIES AND EQUITY

Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	\$0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Long-Term Liabilities	
Mailbox Deposits	\$0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Opening Bal Equity	\$81,424.22
Unrestrict (retained earnings)	\$20,581.22
Net Income	\$95,638.93
Total Equity	\$-6,366.51
TOTAL LIABILITIES AND EQUITY	\$95,638.93

PROFIT & LOSS STATEMENT

Income

Park Maintenance Fees	\$117.71
Earned Interest	\$194.87
Transfer Fees	\$4800.00
Late Fee	\$2367.34
Mailbox Fee	\$17,900.00
5 Earned revenues	
Membership dues	\$35,711.59
Total 5 Earned revenues	\$35,711.59
Services	\$1,893.64
Unapplied Cash Payment Income	\$-88.74
Total Income	\$62,896.41

GROSS PROFIT **\$62,896.41**

Expenses

Legal & Prof. Fees	\$1,047.12
Telephone	\$177.77
PayPal Fees	\$7.54
Bank Fees	\$7.00
Taxes	\$303.36
Office Supplies	\$128.29

Postage	\$11.67
Annual General Meeting-Food	\$452.04
Accounting Services	\$2,870.00
Website	\$1,052.00
Quickbooks Software Support	\$561.60
Park Improvements	\$(300.00)
PARK MAINTENANCE	\$2,520.00
Contract Labor	\$20,657.91
Total PARK MAINTENANCE	\$23,177.91
Non-personnel expenses	
Supplies	\$1,033.17
Total Non-personnel expenses	\$1,033.17
Insurance	\$7,433.18
Business expenses	\$11.00
Annual General Meeting expenses	\$1,000.00
Mailbox structure	\$2,000.00
2018 Newsletter	\$827.98
Supply reimbursement	\$273.59
TMK payment	\$299.97
TOTAL EXPENSES	\$42,315.19

NET OPERATING INCOME **\$ 20,581.22**
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The amount of outstanding dues owed,
as of 12/31/18 is: \$125,895.71