

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

KSECA Board of Directors Meeting
Tuesday, June 7, 2016, 4:00 P.M. at the Pavilion

Final Minutes

1. Call to Order: 4:11PM by Hazen Komraus, President

Board of Directors Present: Hazen Komraus, John DuBois, Kelly Finn, Phil Hartman, Jean Howell, and Archer. Absent: Jan Patenaude

Members Present: Uschi Snover, Bob Kirk, Rose Jeranium, Christina Hazzard, and Helen Noble

A. Additions/Corrections to Agenda:

B. Announcements: June 16th is the Little Fire Ant Workshop put on by BIISC, 6PM in the Pavilion

2. Treasurer's Report – Archer, Treasurer

Details will be included at July's meeting as approval of the Treasurer's report was tabled until questions about a check were answered (by Patti, our contracted treasurer) who was not present. Archer will follow up on this.

3. Minutes May BOD Meeting-

Hazen read the minutes. Jean made a motion to approve the draft May minutes, seconded by Hazen. Unanimous; motion passed. Hazen read the minutes of the Executive Session; John made a motion to approve them, seconded by Hazen. Unanimous; motion passed.

4. Clerk's Report

A. Website

Contracts for webmaster will be reviewed. Daniel is currently doing it and has submitted a bid in response to our RFP.

B. Mailboxes

Currently there are no available boxes. Twenty + letters have gone out (letter #2) to unknown boxholders to determine if the boxes are still in use which may clear up some available boxes.

5. Resident Concerns

Uschi S. talked about the albizia removal program that BIISC is doing in many subdivisions including ours. They received some donations from members who had their lots treated for free and have \$132 left.

Kelly made a motion that we solicit member's e-mail addresses with their annual dues invoice which they can voluntarily provide to us for future correspondence; seconded by Jean.

Unanimous; motion passed.

Uschi has been monitoring ovitraps in our parks (for mosquito control), she will be collecting them soon as the 10 weeks is up. She will show the next volunteer how to set up the traps. Jean made a motion that KSECA pay for chemicals and supplies for ovitraps in the parks and solicit for a volunteer to maintain them for “work for dues”, seconded by Hazen. Unanimous; motion passed.

6. Committee Reports

A. Permaculture Garden

Scott Stone had a meeting for planning the future of the pavilion park on May 27th at 1PM; however no report was submitted. Hazen will ask him for a report and advance notice of the next meeting so we can post it.

B. Parks

John made a flyer to be used to tell people to stop parking inside the front park. John made a motion to reimburse Hazen \$20 for printing 150 copies of the flyers; seconded by Phil. One abstention (Hazen); motion passed.

We discussed signs to go in the park. Phil made a motion to get 6 signs made saying No Parking in the Park; seconded by Kelly. 1 nay (Archer); motion passed.

C. Neighborhood Watch/Food Bank

Hazen reported that he verified with Mark Hinshaw that he is the point person for Neighborhood Watch; but if a crime is observed the Police should be called first and NW informed later. Hazen will contact NW about clarifying their role in enforcing park rules.

D. Mailbox Center

Jean reported that as the committee’s job is completed that a new standing committee be formed to fulfill the AGM vote. Jean motioned that the Board replace that committee with a Standing Committee to see through the AGM decisions to build a new mailbox kiosk in a timely manner. And that this standing committee be charged with: gathering and recommending bids for drawing plans for and construction of the mailbox project to the Board for a vote, obtaining necessary building permits, supervising the construction and overseeing the project to completion. The mailbox kiosk project will be supervised and reported on by a project manager who will report to the board monthly. I also move that Bob Kirk, who chaired the Mailbox Membership Committee, be named chair of this Standing Committee. And that the Board appoint the following members of the Mailbox Membership Committee to this Standing Committee: Greg Ward, Frank Gilbert, Paula Tissot, Jim Gordon, David and Uschi Snover, Jean Howell, Mark Hinshaw and open to other members. One abstention (Phil); motion passed.

7. Old Business

A. Lawsuits

Kelly working with lawyer to put together a countersuit to recoup expenses incurred by KSECA and individuals fighting the various lawsuits filed by Pat Rocco.

C. 2014 Audit – Need to sign off on this after clarifying what we are signing off on.

8. New Business

A. Contracts

Hazen read the RFP for contracts; it will be posted.

B. Insurance

Kelly discussed the need to pay our annual insurance on the parks, structures and including liability which renews in July. Kelly made a motion to renew the insurance contract and pay the premium; seconded by Phil. Unanimous; motion passed.

9. Announcement of Date of Next BOD Meeting

Next meeting was set for Tuesday July 12, 2016, 4PM in the pavilion. Meeting was adjourned at 7:20PM.

Minutes submitted by Kelly Finn.

Kalapana Seaview Estates Community Association Balance Sheet

As of May 31, 2016

	Total
ASSETS	
Current Assets	
Bank Accounts	
5447054 Bank of Hawaii	52,190.22
ING Savings/Capital One	48,137.09
Total Bank Accounts	\$100,327.31
Accounts Receivable	
1110 Accounts receivable	225.00
Total Accounts Receivable	\$225.00
Other current assets	
1299 Undeposited Funds	0.00
Total Other current assets	\$0.00
Total Current Assets	\$100,552.31
Other Assets	
1080 Certificate of Deposit	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$100,552.31
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 Accounts payable	0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Long-Term Liabilities	
4005 Mailbox Deposits	18,150.00
Total Long-Term Liabilities	\$18,150.00
Total Liabilities	\$18,150.00
Equity	
3001 Opening Bal Equity	-6,366.51
3010 Unrestrict (retained earnings)	60,958.44
Net Income	27,810.38
Total Equity	\$82,402.31
TOTAL LIABILITIES AND EQUITY	\$100,552.31

Monday, Jun 27, 2016 07:14:54 AM PDT GMT-10 - Cash Basis

Kalapana Seaview Estates Community Association Check Detail

May 2016

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
5447054 Bank of Hawaii						
05/02/2016	Check	1878	Peter Steinberg		R	-472.50
				Pat Rocco law suit in small claims		472.50
05/02/2016	Check	1879	ROSE JERANIUM		R	-370.00
				March cleaning & trash removal		370.00
05/02/2016	Check	1880	PATTI LIGHTCAP		R	-390.00
				April 2016 bookkeeping services		390.00
05/05/2016	Check	1881	Adrian Stroescu		R	-1,000.00
				Inv #972193 clean up & removal upper parks of waste & fill in hole in front park		1,000.00
05/05/2016	Check	1882	VOID		R	0.00
						0.00
05/05/2016	Check	1883	Peter Steinberg		R	-427.50
				Pat Rocco law suit in small claims kelly Finn		427.50
05/12/2016	Check	1884	David Hoffeld		R	-1,000.00
				March & April mow & weed whack upper parks		1,000.00
05/12/2016	Check	1885	ROSE JERANIUM		R	-385.00
				April cleaning & trash removal		385.00
05/12/2016	Check	1886	PATTI LIGHTCAP		R	-32.09
				reimbursement for phone bill 4/4 - 5/3		32.09
05/12/2016	Check	1887	KOA Consulting, LLC		R	-20.82
				change webmasters, setup new website		
				web domain		20.82
05/12/2016	Check	atm	Intuit Quickbooks		R	-280.24
				New online Quickbooks account software		280.24
05/23/2016	Check	1888	Kelly Finn		R	-30.40
				Mailbox mailings		9.40
				Mailbox numbers		21.00
05/24/2016	Check	1889	KFA Property Maintenance			-600.00

			Fire ant treatment of parks		600.00
05/24/2016	Bill Payment (Check)	1891	Guy Shepard	R	-115.00
					-115.00
05/25/2016	Check	1890	PARADISE PROPERTY		-860.00
			March, April and balance of May front park care		860.00

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Kalapana Seaview Estates Community Association

Deposit Detail

May 2016

Date	Transaction Type	Num	Client	Vendor	Memo/Description	Clr	Amount
5447054 Bank of Hawaii							
05/12/2016	Deposit					R	1,840.00
		cash	038-027				-20.00
		4474	040-103				-50.00
		568	039-056				-50.00
		2632	034-045				-50.00
		910080	036-091				-50.00
		1122	041-019				-50.00
		758	038-021				-105.00
		594	037-027				-50.00
		410	035-004				-50.00
		34517	040-050				-160.00
		2242	041-072				-50.00
		497	034-039				-50.00
		32650	038-085				-50.00
		154	036-092				-50.00
		289	038-111				-50.00
		7874	037-054				-50.00
		1092	040-007				-50.00
		1092	040-037				-50.00
		1092	040-038				-50.00
		1092	040-039				-50.00
		1092	040-041				-50.00
		301	040-136				-50.00
		2317	040-128				-105.00
		479	040-133				-50.00
		479	040-114				-50.00
		36420	035-035				-50.00
		36419	035-023				-50.00
		855	035-095				-50.00
		655	039-098				-50.00
		655	039-100				-50.00
		655	039-101				-50.00
		5022	038-068				-50.00
		5022	038-067				-50.00
05/21/2016	Deposit					R	705.92
		7cr825741d093484e	034-069				-49.22
		78h45778ng1517015	036-024				-360.07
		7d177074nb760710p	040-076				-50.00
		7d177074nb760710p	038-124				-50.00
		7d177074nb760710p	038-106				-49.23
		4fl84195eg570480t	039-009				-50.00
		4fl84195eg570480t	039-010				-49.71
		87v74257ah8292120	034-084				-23.72
		24a4431074279063h	034-084				-23.97

Monday, Jun 27, 2016 07:16:01 AM PDT GMT-10