

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

KSECA Board of Directors Meeting
Thursday, January 24, 2019, 4:00 P.M. at the Pavilion

DRAFT MINUTES

1. Call to Order: At 4:04 PM by Hazen Komraus, President. BOD members present – Richard Valdez, Stone O'Daugherty, Hazen Komraus, Jean Howell, Kelly Finn, Sean Crowne (arrived late).

Members in attendance: Jeranium, John DuBois, Kevin Kalley, Patti Lightcap, Bernard Wolf, Henry Horton, Gary Polinsky, Phil Hartman, Jared Angell, Diana Angell, Terran Kalewahua, Jr., Jacob Turner, Roma Morris, Fred Wolff, David Hoffeld, Mike Garbarino.

- A. Opening Statement: Read by Jean Howell, Clerk
- B. Additions/Corrections to Agenda
- C. Announcements

2. Treasurer's Report: Read by Patti Lightcap, Contractor. KSECA has \$93,058.00 in total assets.

3. Minutes December Board Meeting: Read by Hazen. Motion by Stone, seconded by Richard, to accept the December minutes. Unanimous; motion passed.

4. Clerk's Report: Jean reported there are still 37 on the waiting list for mailboxes. We need to decide on buying new mailbox clusters for the new mailbox center. Jean made a motion, seconded by Hazen, to get Patti L. a copy of Excel for use in bookkeeping. Unanimous; motion passed.

5. Board Business Reports

A. Parks

- 1. Paint Catchment: No report.
- 2. Free Box Doors: Dave Hoffeld will install doors.
- 3. Pavilion Usage Policies: Needs to be completed.
- 4. Gate repair: Dave will do this.

B. Mailbox Center: In progress.

C. Website – Welcome Statement, and Language: No report.

6. Old Business

- A. Contracts: A stop check needs to be placed on the 2 checks issued to a contractor that he misplaced.

B. Dues in Arrears, Audit, and Budgetary Issues

1. Online Banking: Need to find out cost at other banks & credit unions.

C. Legal Matters and Attorney

1. Contract: Mike Garbarino presented a proposal to the board regarding collecting dues in arrears. He proposed KSECA enter into a no cost contract with him whereby he would attempt to collect dues owed to KSECA for no cost to us where his payment would come from fees collected by those in arrears. In other words, fees collected above dues owed would be used as his retainer. They would not issue liens until at least three letters of collection have been sent. He also recommended that in the future we address our expired declaration of covenants. Jean made a motion, seconded by Sean, to accept Mike's proposal. Unanimous; motion passed.

D. Bylaw Review Membership Committee: The committee finished revising the bylaws and they had a legal review, they are now ready for a vote by the membership at the AGM.

E. Newsletter and AGM

1. Agenda: Sean recommends we add 'paperless' newsletter option to the agenda.

2. Facilitator: Julie of the Kukiahi Center will be contacted.

3. Review Minutes of 2018 AGM: We approved the use of voting on AGM minutes at the next board meeting rather than at the next AGM, as allowed under Robert's Rule of Order. As we haven't done this yet, we will put it on the agenda for the February board meeting. At the AGM we can just read the minutes. We need to put together ideas for park perimeter designs for the front park. The 2019 SGM will begin an hour earlier at 11 AM. We need to decide on food for the AGM.

F. Treasurer Vacancy: Richard made a motion, seconded by Sean, to appoint Jacob Turner to the board. Unanimous; motion passed.

7. Resident Concerns: John DuBois brought up the abandoned cars on County setbacks in the parks. The board can verify to the County that they are abandoned and need to be removed. Richard agreed this would be helpful and Hazen agreed to pursue this matter. Front park issues were discussed mainly centered around how to reduce the number of cars and people congregating in the park, mainly on Sundays. Mike G. pointed out that non-residents are trespassing and with police cooperation they could be made to leave the park.

8. Announcement of Date of Next BOD Meeting: Adjourned 6:06 PM. Next meeting is Thursday, February 7, 2019, 4 PM.