

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

**KSECA Board of Directors Meeting
Thursday, October 13, 2016, 4:00 P.M. at the Pavilion**

FINAL MINUTES

1. Call to Order: At 4:05 PM by John Dubois, Vice-President

Board members present: John D., Phil H., Jean H., Archer, Kelly F., Hazen K. (arrived 4:10).

Members present: Christina Hazzard, Stone O'Dougherty, Randy Campbell, Rose Jeranium

A. Additions/Corrections to Agenda

B. Announcements-None

2. Treasurer's Report

Phil read the report. Kelly made a motion to accept the treasurer's report as read, seconded by Hazen. Unanimous; motion passed.

3. Minutes September BOD Meeting

Hazen read the minutes of the September meeting(s) and a few corrections were made. John made a motion to approve the minutes as corrected, seconded by Phil. Unanimous; motion passed.

4. Clerk's Report

Jean reported that ten mailboxes had locks changed at a cost of \$500. There are some boxes available. Kelly made a motion to pay the \$500, seconded by John. Unanimous; motion passed.

5. Resident Concerns

Christina H. reported that she appreciates our new meeting arrangement; i.e. our all facing the audience. She suggests we remove the green poles in the park lawn and cautioned against putting sand in the playground as feral cats may use it.

6. Committee Reports

A. Permaculture Garden: No report

B. Parks

i) Playground-We discussed what material to put in the playground area; Stone suggested wood chips. Jean will research use of rubber matting. John made a motion to buy wood chips to be used for the time being, seconded by Jean. Unanimous; motion passed.

ii) Trees- We discussed topping the jackfruit and avocado trees in the park. No decisions or action taken.

iii) Pavilion Party- There were a lot of noise complaints on last pavilion party; and some support on Facebook.

C. Mailbox Center Membership

The committee met on Sept. 26th. Jean reported that Bob Kirk has received 2 bids for plans and chose Daniel Bona who was paid \$500. They suggest sand and green color and concrete stain on the floor. Layout is the same as that presented at the AGM. RFPs will go out for contractors to bid. They expect to have a permit by the end of the year. Planning Dept said no need for a SUP and that we could place structure 35' from the road or to place it closer with a variance. Kelly

noted that this was not included in the AGM presentation despite her suggesting it should be included as an option as the old structure could be repaired in place if a variance was given!

7. Old Business

A. Board Best Practices- Tabled

B. Contracts

Phil checked with other insurance companies for better rates on indemnification insurance but none were cheaper. The policy covers a current or past Board member.

C. Albizia Eradication- Next workshop, November 2nd.

D. Legal Matters

Steve is going to meet with the Board in an Executive Session to discuss all lawsuit business. John made a motion to go into a recessed session on November 10, 2016, to meet with Steve, seconded by Kelly. Unanimous; motion passed.

8. New Business

A. Welcome Package

John read his welcome letter and we briefly discussed it. Jean suggested we consider increasing the transfer fee.

B. Newsletter

Kelly made a motion to hire Daniel to assist with putting together the annual newsletter if no one has volunteered by the November Board meeting, seconded by Jean. One nay (John); motion passed.

C. Board Vacancy

Kelly nominated Stone O'Daugherty (Jeremy Faish) to the Board, seconded by Jean. Four ayes, 2 nays (John & Archer); motion passed.

D. Holiday Meal, Social Chair

Archer is planning a community pot luck for Saturday, November 12th, 2-6PM.

9. Announcement of Date of Next BOD Meeting

The Board recessed at 5:59PM until Thursday, November 10, 2016, for an Executive Session.

Next monthly Board meeting will be Monday, November 14, 2016 at 4PM in the pavilion.

Kalapana Seaview Estates Community Association Balance Sheet

As of September 30, 2016

	Total
ASSETS	
Current Assets	
Bank Accounts	
5447054 Bank of Hawaii	47,217.99
ING Savings/Capital One	48,137.09
Total Bank Accounts	\$95,355.08
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	\$95,580.08
Fixed Assets	
1670 New Mailbox Structure	500.00
Total Fixed Assets	\$500.00
Other Assets	
1080 Certificate of Deposit	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$96,080.08
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	18,050.00
Total Long-Term Liabilities	\$18,050.00
Total Liabilities	\$18,050.00
Equity	
3001 Opening Bal Equity	-6,366.51
3010 Unrestrict (retained earnings)	60,958.44
Net Income	23,438.15
Total Equity	\$78,030.08
TOTAL LIABILITIES AND EQUITY	\$96,080.08

Friday, Nov 11, 2016 01:06:49 PM PST GMT-10 - Cash Basis

Kalapana Seaview Estates Community Association Check Detail

September 2016

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
5447054 Bank of Hawaii						
09/01/2016	Check	1912	David Hoffeld		C	-600.00
				Aug: Mow & weed whack upper parks		600.00
09/02/2016	Check	1913	PATTI LIGHTCAP		C	-250.00
				Accounting services August, 2016		250.00
09/02/2016	Check	1914	URSULA SNOVER		C	-232.54
				Office Max 8/19/16, copies, stamp, envelopes. USPS 8/22/16 stamps. 9/7/16 Lunch		-232.54
09/06/2016	Check	PayPal	Daniel Levy		C	-200.00
				Website management August-September		200.00
09/06/2016	Check	paypal	Daniel Levy			-200.00
				This is a duplicate payment that Daniel returned through paypal. Posted in October Website management September		200.00
09/08/2016	Check	1916	ROSE JERANIUM		C	-530.00
				Cleaning and trash removal at pavilion for August, 2016		530.00
09/08/2016	Check	1915	Department of Consumer Affairs		C	-11.00
				Annual filing		
				Non-profit filing fee amending process		11.00
09/16/2016	Check	1917	Business Insurance Services		C	-4,103.00
				Directors and Officers indemnity insurance Police #Liability Ins. Policy #106173029; effective 9/17/16 to 9/17/17		4,103.00
09/16/2016	Check	1918	PARADISE PROPERTY		C	-550.00
				August front park care		550.00
09/24/2016	Check	1919	Hawaiian TelCom			-21.35
				Telephone 9/4/16 - 10/3/16		21.35
09/27/2016	Check	1920	Daniel Bona			-500.00
				Drafting Plans for the New Mailbox Structure		500.00
09/29/2016	Check	1921	KFA Property Maintenance			-600.00

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				Fire ant treatment of parks; Sept, Oct, Nov, 2016		600.00
09/29/2016	Check	1922	Guy Shepard			-35.00
				Posting receipts, bank stmt. quickbooks		35.00

Friday, Nov 11, 2016 01:10:02 PM PST GMT-10

Kalapana Seaview Estates Community Association

Deposit Detail

September 2016

Date	Transaction Type	Num	Member	Vendor	Memo/Description	Clr	Amount
5447054 Bank of Hawaii							
09/06/2016	Deposit		034-069			C	49.22
		2K478149U7281590G	034-069		Association Fee		-49.22
09/07/2016	Deposit		038-034		Association Fee	C	50.00
		2718	038-034				-50.00
09/07/2016	Deposit		034-031		Association Fee	C	50.00
		340	034-031		Ch#340		-50.00
09/20/2016	Deposit		035-026			C	50.00
		1000005	035-026		Association Fee		-50.00
09/24/2016	Deposit					C	410.00
		123246887	034-076		Transfer Fee		-100.00
		1232466382	040-021		Transfer Fee		-100.00
		116	038-122		Association Fee		-110.00
		786	038-001		Association Fee		-100.00

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