

Kalapana Seaview Estates Community Association
12-7017 Kalihikai #4537, Pahoa, HI 96778

Board of Directors' Meeting
Monday, January 8th, 2024 at 3pm

Draft Minutes

1. Welcome and Call to Order: Robert called the meeting to order at 3:32pm. In attendance were Robert Stearns, Uschi Snover, Laurie Laughlin, Ronaldo Newton, Adam Sativas, and Gary Polinsky. Board members not in attendance were Kevin Sulgit. Community members in attendance were Joe Sprinkel, John DuBois, Kevin Kalley and Jack Hash.
2. Additions and Corrections to the Agenda: None
3. Announcements: None
4. Minutes from December meeting: There were no additions or corrections. Robert moved to accept the minutes as submitted and not read them aloud. Adam seconded. All in favor.
5. Treasurer's Report: Treasurer Laurie Laughlin reported that KSECA has \$47,567.74. Accounts in arrears total was \$122,889.89.

- Robert gave an overview of 2022 figures vs. 2023. % of change from 2022 to 2023:

Bank Balance: increased by approx. 70%

Total Equity: increased approx. 25%

Transfer and Late fees: decreased approx. -28%

Gross Profit: increased 40%

Accounting fees: increased 42%

Park Maintenance: increased 7.6%

Overall Maintenance: increased 10%

Insurance: increased 86%

Total income for 2023 was: \$73,439.22.

Robert and Uschi met with the KSECA bookkeeper and they came up with a new way to print dues invoices using the advanced plan for Quickbooks which will cost \$100 as opposed to \$60. Uschi made a motion to purchase Quickbooks Advance. All voted in favor.

6. Board Reports:

a. Taxes and Audit: Laurie said that she believes our tax preparer has finished with our taxes and are ready to be picked up. Uschi says that Kevin has determined that there is one auditor and Laurie said she will be in touch with them.

b. Bylaw Review Committee: Uschi compiled a final draft of the amendments as proposed by the BRC. Adam asked if the amendments and the corrections need to be sent out physically with the newsletter and John DuBois answered that by law it needs to be in print with the newsletter. Uschi thought that with the amendments and the corrections the newsletter would be approximately 6 pages plus 1 page for the proxy form & agenda. Adam will get a quote for the printing from Hawaii Printing and one other company.

- Robert asked John DuBois if he still planned on having a vote at the AGM regarding lowering the dues back down to \$50. John answered yes. Robert asked Robert if he would be willing to drop that motion if the Board would be willing to make the vote to raise the dues to \$100 at a public meeting as opposed to an executive session. John said that he would. Robert made a motion to acknowledge that the dues were raised and that it was in an executive session due to feeling unsafe to make that vote in public, Ronaldo seconded. All voted in favor.
- Dues in Arrears: Community Member Kevin Kalley spoke regarding his research he did on collecting dues in arrears. He asked if he could meet in an executive session to present his research regarding legal ways to collect dues in arrears. John DuBois said that sending a collection letter is what Ainaloa did and it has to detail exactly what the demands and consequences are. Robert asked if this was a warranted reason for an Executive Session and John DuBois answered that it was not but that Board Members were free to meet casually.

c. Front Park:

- Front Park Signs: Robert got an estimate for a metal sign that would be \$500 and be a maximum of 40" by 24". There is another company that fabricates metal signs that we can send a design to and get a quote for that. Laurie asked if we need a sign at all and shared that many owners also wonder about this. Kevin Kalley asked if there was a way to refurbish the current sign and Robert answered that it was too rotten to save. A straw vote was held to see if meeting attendants were in favor of having a sign or not. 6 voted in favor, 4 not in favor. Adam asked whether SPACE or another Seaview community group would volunteer to paint us a new sign. Laurie questioned whether the money would be better spent on pavilion updates and other costs. Robert said to table the question.
- Security and Vendors Update: Adam reported that the last month the event has been smaller and ending fairly early. Robert mentioned that the wind direction makes a big difference regarding how audible the drum circle is in the neighborhood. Robert said that he is writing up a small letter regarding a survey we will be conducting whether the owners are in support or not in support of the Sunday Funday event. John DuBois said that he thinks that the survey should

only be for members in good standing. Robert said the survey is just a survey and not a vote and that he thinks that it should be for all landowners. Uschi said that our webmaster can make a survey that requires a TMK to be put in but that it would be difficult to have it set up to be for only members in good standing but that we could sort that information out afterwards.

d. Pavilion Park:

- Playground Maintenance/Ohia Posts: Uschi noted that two swings are now broken. Uschi made a motion for Adam to order 4 new swings at 30.99 a piece plus taxes. Robert seconded. All voted in favor. Gary asked if Scott is going to replace the whole ladder, Robert answered yes. Robert said he would email Scott Stone for an update on the work and to get an invoice for the materials.
- Bathroom Reopening Consideration: Robert said he would write up a small section for the newsletter regarding the cost of reopening the bathroom and the vote to be held at the AGM. Laurie said that she thinks that the bathroom reopening should be a priority and Adam agreed. Robert and Uschi said that there were a lot of vandalism problems and that those need to be addressed.

7. Old Business:

- AGM/Newsletter:
 1. Robert said that we will need a Porta Potty for the AGM, Ronaldo said he would get a quote for a handicapped accessible portapotty for that day. Jack said that he thinks that we should really have a bathroom for the community and for meetings and that we should outline to the community the challenges of having a bathroom and that if we need to have a fence to protect it, that we should do that.
 2. The issue of Board vacancies came up and Gary said he would be resigning at the AGM.
 3. Electricity & P.A.: Ronaldo said that he has a solar power pack and that we would ask community member Greg Ward if we can use his P.A. again.
 4. Food: The issue of food at the AGM came up. Last year pizzas were ordered. A discussion regarding other food choices or not having food at all, but it was agreed that having food for the period of vote counting was important and that everybody ate at the last AGM.
 5. Sign-In table: Laurie said that she would be happy to work Sign-Ins at the AGM.

8. New Business:

b. Update Board Rules: Tabled

9. Adjourn/Recess: Gary motioned to adjourn, Adam seconded. All voted in favor.

The next KSECA Board Meeting will be on February 12th at 3pm

Minutes submitted by Adam Sativas