

Kalapana Seaview Estates Community Association
RR2 Box 4537, Pahoa, HI 96778
February 3, 2015 BOD Meeting Minutes

Draft Minutes

1. Call to Order: 3:07pm by Athena Peanut, President.

Board of Directors Present: Athena Peanut, Jeanmarie Theine, Randall Shipp, Daniel Levy, Kelly Finn, Kevin Sulgit.

Members Present: Patti Lightcap, John DuBois, Vicky Chrisholm, James McRae, Gary Polinsky, Jack Hash, Rose Jeranium, Garry Hoffeld, David Hoffeld, and Pamela Sue Porter,

Motion: by Jeanmarie, 2nd by Athena to have John DuBois facilitate the meeting.

Vote: 5-yes, 0-no, 1-abstention by Kevin - Motion Carries.

B. Additions/Corrections to Agenda: Add utility commission response letter under old business

C. Announcements: No announcements.

2. Treasurer's Report:

As of January 31, 2015

Bank of Hawaii checking balance \$25,560.93

ING Savings balance \$47,704.78

Total Balance of \$73,265.71

Checks spent for January total \$1,498.50. Deposits made for January total \$3,095.00 See attached for details.

Motion: by Kelly, 2nd by Randall to pay outstanding receipts from holiday dinner.

Vote: 5-yes, 0-no, 1-abstention by Daniel - Motion Carries.

3. January Minutes: January minutes were read and corrected.

Motion: by Randall, 2nd by Jeanmarie to approve minutes as corrected.

Vote: Unanimous - Motion Carries

4. Clerk's Report:

A. Website: Need bios from Athena, Kevin and Kelly. Daniel has found a way to mark proof of authenticity of document. This will prevent any documents from being altered. Kevin and Kelly will contact Ushi to get a list of rules and responsibilities to transfer to new board members holding position.

B. Mailboxes: New boxes are numbered. Kelly will send letter to box holders that we have questions about address in order to update information.

5. Resident Concerns:

A. Jacky is concerned about carpenter bees in the wood protecting the mailboxes.

B. Sunday park concerns and people camping in the park.

6. Committee Reports:

A Parks:

1.Bathroom: Motion: by Randall, 2nd by Daniel to put on website and front bulletin board that we are replacing the 10,000 gallon water catchment tank with cover and will accept bids until March 1st or bring to March 3rd meeting.

Vote: Unanimous - Motion Carries

2.Security Door: Randall has not yet purchased. Will get with David Hoffeld and

purchase door..

3. Department of Health Letter: Need to clean up park of any human waste. Kelly will clean front park. Randall will call Dept. of Health in regards to letter stating the association could be fine up to \$100.00 per day if human waste is not cleaned.

B. Disaster Relief: Nothing new. Remove from agenda.

7. Old Business:

A. Lawsuits: The first indemnification lawsuit has ended and the judge will make his decision by February 6, 2015. The suit against Kevin should also be finished due to witness statements. This suit should hopefully be dismissed.

B. Insurance: Kelly has copy and Daniel will put a copy on website.

C. Landscape Plan for Front Park: Randall will contact landscape architects for bids. Also, this will be put on website. To be discussed at annual meeting.

D. Newsletter: Daniel will help with the layout. Need self nomination from anyone wishing to be on the board, 100 words or less. Deadline is Feb. 27, 2015.

Motion: by Kelly, 2nd by Athena to fund 2015 newsletter and postage for mailing up to a \$1500.00 max. **Vote:** Unanimous - Motion Carries.

Kevin left meeting at 4:45pm.

E. Security for Parks: Motion: by Kelly, 2nd by Jeanmarie to purchase 4 more park rules signs and add "No Overnight Parking". to spend no more than \$400.00.

Vote: Unanimous - Motion Carries.

F. Utilities Commission Letter: This was a response to a letter that Kelly wrote regarding lower Puna having to pay a substantially larger fee than the rest of the state to hook up to a grid tie system. Letter has a link and will post on website.

8. New Business:

A. Open BOD Seat: No takers. Seat is still open.

B. Playground: David and Garry Hoffeld came to the Board with a proposal to build a new playground. This will contain 1 slide, 2 swings, 1 kiddy swing, pull up bar, rope swing and a rock climbing block. Total to be \$4,378.50, with 50% down and 50% upon completion.

The hard plastic sets that the board was looking into were substantially more around \$12,000.00 and up.

Motion: by Daniel, 2nd by Randall to accept David and Garry's proposal for the new playground set. **Vote:** Unanimous - Motion Carries.

Motion: by Daniel, 2nd by Kelly to purchase 2 handicap parking signs to be installed by the bathrooms. **Vote:** Unanimous - Motion Carries.

8. Next BOD Meeting: Next meeting is Tuesday, March 3, 2015 at 3:00pm at the pavilion.

7. Adjournment: Motion: by Jeanmarie, 2nd by Daniel, to adjourn meeting at 5:59pm.

Vote: Unanimous - motion carries.

Minutes submitted by Patti Lightcap

Kalapana Seaview Estates Community Association

BALANCE SHEET

As of January 31, 2015

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1050 Barter (deleted)	0.00
1090 Savings Account (deleted)	0.00
5447054 Bank of Hawaii	25,560.93
82577 First Hawaiian Bank Checking (deleted)	0.00
First Hawaiian C/D (deleted)	0.00
ING Savings/Capital One	47,704.78
Total Bank Accounts	\$73,265.71
Accounts Receivable	
1110 Accounts receivable	650.00
Total Accounts Receivable	\$650.00
Other current assets	
1299 Undeposited Funds	0.00
Total Other current assets	\$0.00
Total Current Assets	\$73,915.71
Other Assets	
1080 Certificate of Deposit	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$73,915.71
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	16,200.00
Total Long-Term Liabilities	\$16,200.00
Total Liabilities	\$16,200.00
Equity	
3001 Opening Bal Equity	-6,791.04
3010 Unrestrict (retained earnings)	63,708.95
Net Income	797.80
Total Equity	\$57,715.71

TOTAL LIABILITIES AND EQUITY	<u>\$73,915.71</u>
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Monday, Feb 09, 2015 04:12:00 PM PST GMT-10 - Cash Basis

Kalapana Seaview Estates Community Association

CHECK DETAIL

January 2015

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
5447054 Bank of Hawaii						
01/03/2015	Check	1732	Hawaiian TelCom			-19.15
				12/3/14 - 1/4/15 phone		19.15
01/07/2015	Expense	1733	PATTI LIGHTCAP			-127.50
				services for December		127.50
01/09/2015	Expense	1734	Office Max			-130.55
				printer ink, paper, envelopes		130.55
01/14/2015	Expense	1735	ROSE JERANIUM			-350.00
				pavilion cleaning December		350.00
01/15/2015	Expense	1736	Guy Shepard			-320.00
				creating invoices first part and bank statement reconciliation for Nov & Dec		320.00
01/18/2015	Expense	1737	PARADISE PROPERTY			-550.00
				Dec Lawn-care for lower park		550.00

Monday, Feb 09, 2015 04:13:08 PM PST GMT-10

Kalapana Seaview Estates Community Association

DEPOSIT DETAIL

January 2015

DATE	TRANSACTION TYPE	NUM	CLIENT	VENDOR	MEMO/DESCRIPTION	CLR	AMOUNT
5447054 Bank of Hawaii							
01/01/2015	Sales Receipt	209	4710				100.00
			4710		Mailbox Deposit		100.00
01/01/2015	Sales Receipt		7414				100.00
			7414		Mailbox Deposit		100.00
01/01/2015	Sales Receipt	2002	4713				100.00
			4713		Mailbox Deposit		100.00
01/01/2015	Sales Receipt	108	4715				100.00
			4715		Mailbox Deposit		100.00
01/01/2015	Sales Receipt		4719				100.00
			4719		Mailbox Deposit		100.00
01/01/2015	Sales Receipt		4703				100.00
			4703		Mailbox Deposit		100.00
01/01/2015	Sales Receipt		4716				100.00
			4716		Mailbox Deposit		100.00
01/24/2015	Payment	6241	037-051				105.00
			037-051				-105.00
01/24/2015	Payment	552	038-038				50.00
			038-038				-50.00
01/24/2015	Payment	820	036-043				50.00
			036-043				-50.00
01/24/2015	Payment	820	041-095				50.00
			041-095				-50.00
01/24/2015	Payment	820	036-056				50.00
			036-056				-50.00
01/24/2015	Payment	820	037-094				50.00
			037-094				-50.00

01/24/2015	Payment	820	039-046		50.00
			039-046		-50.00
01/24/2015	Payment	820	039-047		50.00
			039-047		-50.00
01/24/2015	Payment	820	039-061		50.00
			039-061		-50.00
01/24/2015	Payment	820	039-062		50.00
			039-062		-50.00
01/24/2015	Payment	5356	036-100	for 2015 dues	50.00
			036-100		-50.00
01/24/2015	Payment	57088753	040-115		280.00
			040-115		-280.00
01/24/2015	Sales Receipt	57088753	040-115		100.00
			040-115	transfer fee	100.00
01/24/2015	Payment	123225068	036-017		555.00
			036-017		-555.00
01/24/2015	Sales Receipt	123225069	036-017		100.00
			036-017	transfer fee	100.00
01/24/2015	Payment	123225068	036-018		555.00
			036-018		-555.00
01/24/2015	Sales Receipt	123225069	036-018		100.00
			036-018	transfer fee	100.00

Monday, Feb 09, 2015 04:12:47 PM PST GMT-10