

Kalapana Seaview Estates Community Association

12-2017 Kalihikai St. # 4537, Paho, HI 96778

Board of Directors' Meeting

Monday, February 13, 2023 at 4pm

**Draft Minutes**

1. Welcome and Call to Order: Robert opened the meeting at 4:07pm.

Present were Board Members Robert Stearns, Ursula (Uschi) Snover, Diana Angell, and Kevin Sulgit, making a quorum. Not present were Skyler Kodani and Jhayne Wessel.

Also present were Dana Butler (Scribe), and residents John DuBois, Sondra Olsen, Tomas Mendola, Laurie Laughlin, Tim Prindable, Laurie Marie Delacroix, John Langham, and Patti Lightcap.

2. Additions and Corrections to the Agenda: No additions and corrections.

3. Announcements:

- a. Robert announced that the last meeting was disrupted and that the meeting was recessed. Robert noted that all landowners here want the best for Seaview; and while there may be differences of opinion, everyone deserves to be respected and treated with decorum. NO video of board meetings will be allowed unless previously cleared by the board.

Robert put time limits to the Agenda to limit the meeting to 1-1/2 hours. Anyone making a comment will have 2 minutes to speak.

- b. Robert announced that Proxies will need to be notarized.
- c. Robert noted that a motion was made at the last meeting to remove Rhianna Mercier from the board. Robert announced that, today, the board received notice of her resignation, appreciated, so no need to act on the motion.

4. Minutes January BoD meeting: Diana Angell read the minutes, no corrections were noted.

Jhayne joined the meeting in person at 4:20 p.m.

Robert motioned to accept the minutes as read. Uschi seconded. Ayes from Robert, Uschi, Jhayne, Diana, Kevin abstained. Motion carried.

5. Treasurer's Report:

Because the accounts were not reconciled yet Patti could not provide the current financial statements but they will be posted along with these minutes on our website. Robert will be taking on check writing for the time being until Kevin has time to do it again.

6. Board reports:

a. Taxes and Audit

Uschi reported that she met with CPA Sandra Silva for her own tax declaration and learned that Sandra has worked for KSECA in the past. Sandra is interested in doing the KSECA taxes and the Board is waiting for her bid.

Kevin noted that he has heard that small CPAs and accountants won't do non-profit audits, so KSECA will likely need to reach out to bigger firms. Robert said that he would contact Ron Dolan&Associates for an audit.

b. KSECA Phone

KSECA is looking to transfer their HT landline to a cell phone number. The plan is to purchase a cell phone and the future bookkeeper will use this phone to address KSECA business.

Uschi motioned that we allocate \$200 for a cell phone and up to \$100 per month for service incl. data. Jhayne seconded. Kevin, Uschi, Robert and Jhayne voted aye. Diana abstained, motion passed.

Resident Laurie suggested that Cricket has cheaper services. She offered to donate a line from her services. Jhayne noted that legally we can't accept that but appreciate the kind offer. Resident John asked: are we paying for the phone and paying somebody to answer the phone?

Robert: Yes. This is the way it has been done in the past.

Kevin pointed out that improving the phone system will add text ability and better ways for the community to contact the Board.

c. Staggering of Terms

Robert: The current Board as a whole was elected on July 10, 2022, facing the need to stagger the terms. John provided 2 sample term waiver forms. Form 1 will be signed by 4 Board Members whose terms will end at the 2024 AGM and form 2 will be signed by 2 Board Members whose terms will end at the 2023 AGM.

Robert, Uschi, Diana and Kevin will stay on until the 2024 AGM. Jhayne and Skyler will step down at the 2023 AGM and will be eligible for reelection at that AGM for a full term.

The Board Members present signed the appropriate waiver forms.

Resident John asked about the resident who was interested in becoming Scribe at the last meeting. Uschi had reached out to the resident but her interest had waned.

Resident John noted that using the waiver forms is part of a pattern and practice of former KSECA Boards. Jhayne noted that the samples John provided were edited a little. Copies were provided to John.

d. Front Park -- Park Rules and Policies

Robert relayed that the board spoke with Officer Scanlan (KSECA's police contact) who said KSECA's park rules are not clear. The Board has created Rules and Policies for the parks that will be voted on at the AGM. The proposed rules were read into the record.

Resident asked: How would parking permitting work?

Jhayne said the idea is that residents get 2 parking permits, but it's only a suggestion and to be discussed at the AGM. She also noted that the Board doesn't want to regulate owner's use of the parks; the rules are directed to providing controls on non-residents.

Resident Laurie noted the Sunday event is largely peaceful.

Kevin noted that there have been 2 assaults in the last year at Sunday gatherings.

Resident Laurie Marie noted that all homeowners are liable for what happens at the park.

e. Pavilion Park -- Maintenance swings/playground, Ohia posts, Power Wash

Robert asked to table this agenda item to get to the rest of the agenda.

Kevin updated that he is working to schedule a work party to power wash the pavilion, the bathrooms and do maintenance on the swings in March before the AGM. Kevin announced he plans to donate a solar system to the park and replace the bathroom faucet with a metered faucet.

7. Old Business:

a. Newsletter

The Board plans to finalize the newsletter by mid February and mail it around March 1st.

Uschi motioned to allot \$1500 for all expenses related to the newsletter. Jhayne said \$800 estimate for printing alone plus mailing.

Robert moved to amend the motion for newsletter expenses to a range \$1,500-\$2,000.

Diana seconded. All voted in favor, motion passed as amended.

b. Lunch at AGM

After discussion of lunch possibilities and cost it was decided that ordering in pizza would be preferred. Resident Tomas offered to look into possibilities for ordering pizza.

Uschi moved to allocate \$500 for pizza, delivered. Robert seconded. Robert, Diana and Uschi voted aye, Jayne and Kevin voted nay. Motion failed.

Skylar joins at 5:17pm via phone.

Kevin suggested that people bring their own food because \$500 is insufficient to feed 300 people.

Uschi motioned to go into executive session later this week to discuss AGM lunch. Jhayne seconded. All voted in favor, motion carries. Next Sunday for executive session at 2 p.m.

- c. Removal of a Board Member -- no longer applicable as Rhianna Mercier resigned today.

#### 8. New Business:

- a. AGM Committee

Robert announced that helpers for check-in and set-up at the AGM will be needed.

The Board asked resident John if he would be willing to participate as he did at the Special Meeting last year. John agreed and noted that there was a need to account for returned mail that have proxies in them. Patti replied that she did not throw anything away.

All proxies need to be received by April 27 at 4:30 p.m.

Jhayne suggested that John come to executive session to discuss specifics.

- b. Update Board Rules: This agenda item was tabled.

#### 9. Adjournment:

Robert moved to recess the meeting at 5:32pm, Uschi seconded. All voted in favor, meeting recessed until the next exec session.

The next Board Meeting will be held on March 13, 2023 at 4pm

Minutes submitted by Dana Butler.