

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

**KSECA Board of Directors Meeting
Monday, November 14, 2016, 4:00 P.M. at the Pavilion**

FINAL MINUTES

1. Call to Order: At 4:05 PM by Hazen Komraus, President

Board members present: John D., Phil H., Jean H., Archer, Kelly F., and Hazen K.

Members present: Scott Stone, Chris Hammer, Dave Hoffeld

A. Additions/Corrections to Agenda

B. Announcements-None

2. Treasurer's Report

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

3. Minutes October 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 Hazen. Unanimous; motion passed.

4. Clerk's Report

Jean reported that the mailboxes are nearly all issued. Jean made a motion to begin charging a \$50 key deposit for mailboxes beginning December 1, 2016; seconded by Hazen. 1 nay (John), motion passed. This deposit will be returned to people who return their box to KSECA if all keys are returned, if all keys are not returned we use the \$50 to pay the USPO to change the lock. It is hoped the \$50 will be an incentive for keys to be returned.

5. Resident Concerns -None

6. Committee Reports

A. Permaculture Garden

Scott Stone described the controversy he faces due to false rumors regarding the permaculture project. He has decided to continue with the project as voted on at the last AGM. He plans to bring a design plan to the next board meeting for our review and consideration.

B. Parks

i) Playground-Dave Hoffeld is going to buy mats for the playground area to be placed under the swings and below the slide for safety.

ii) Signs- It was noted that we need to change the park hours sign in the pavilion park to close at 7PM.

iii) Volleyball- John made a motion to purchase two volleyball nets, seconded by Jean. Unanimous; motion passed.

iv) Pavilion Use- John asked if Sunday's pavilion event was approved as it should have been (they are supposed to be pre-approved). We are going to write up the rules for reserving the pavilion and post this information.

C. Mailbox Center Membership- No report

7. Old Business

A. Board Best Practices-

Jean suggested a committee be formed to look at board best practices. Jean made a motion to establish a standing committee to look at board best practices, comprised of Board members, seconded by Archer. 4 ayes, 1 nay (John), 1 abstention (Hazen); motion passed. We will meet Monday Nov. 28 at 4PM, location TBD.

B. Contracts- No discussion

C. Dues in Arrears- Tabled

D. Legal Matters

The board members are scheduled to meet with Steve Strauss, our lawyer, on Wednesday, Nov. 16, 2016.

8. New Business

A. Welcome Package

John's draft welcome letter is still being reviewed.

B. Newsletter

We each have articles to write or other tasks for the newsletter. Daniel Levy will be formatting the newsletter.

C. Holiday Meal, Social Chair

Archer described the community pot luck held Saturday, November 12th, 2-6PM; as well as her social events survey she has been getting residents to complete.

The holiday party will be held on January 1, 2017 and will be organized by Greg Ward and Linda Craig with Archer as the liaison to the Board. Archer made a motion for \$300 to be allocated for the Seaview holiday meal party, seconded by Hazen. Unanimous; motion passed.

D. Special Use Permit – Tabled

9. Announcement of Date of Next BOD Meeting

Meeting adjourned at 6:03PM.

Next monthly Board meeting will be Monday, December 12, 2016 at 4PM in the pavilion.

Kalapana Seaview Estates Community Association Balance Sheet

As of October 31, 2016

	Total
ASSETS	
Current Assets	
Bank Accounts	
5447054 Bank of Hawaii	45,434.51
ING Savings/Capital One	48,469.72
Total Bank Accounts	\$93,904.23
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	\$94,129.23
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	\$94,629.23
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	21,987.30
Total Equity	\$76,579.23
TOTAL LIABILITIES AND EQUITY	\$94,629.23

Friday, Dec 09, 2016 06:50:38 PM PST GMT-10 - Cash Basis

Kalapana Seaview Estates Community Association

Check Detail

October 2016

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
5447054 Bank of Hawaii						
10/02/2016	Check	1923	PATTI LIGHTCAP	Accounting services September, 2016	R	-220.00
				Accounting services September, 2016		220.00
10/02/2016	Check	paypal	Daniel Levy	Website management October		-100.00
				Website management October		100.00
10/03/2016	Check	1924	David Hoffeld	Mow/Weed Upper Park; September, 2016	R	-600.00
				September: Mow & weed whack upper parks		600.00
10/06/2016	Check	1925	USPS	10 mailboxes re-keyed	R	-500.00
				10 mailboxes re-keyed by the Postal Service (including KSECA Board Box 4537)		500.00
10/13/2016	Check	1926	ROSE JERANIUM	Cleaning/trash removal; pavilion pk, Sept, '16	R	-582.70
				Cleaning and trash removal at pavilion for September, 2016		582.70
10/21/2016	Check	1927	PARADISE PROPERTY	September, 2016 front park care	R	-550.00
				September, 2016 front park care		550.00

Friday, Dec 09, 2016 06:51:41 PM PST GMT-10

Kalapana Seaview Estates Community Association

Deposit Detail

October 2016

Date	Transaction Type	Num	Member	Vendor	Memo/Description	Clr	Amount
5447054 Bank of Hawaii							
10/02/2016	Deposit						300.00
		3608	4513		Mailbox Fee		-100.00
		5432	4543		Mailbox Fee		-100.00
		5	037-003		Transfer Fee		-100.00
10/02/2016	Deposit		034-069				49.22
		7se72268fy444946	034-069		Association Dues		-49.22
10/12/2016	Deposit		038-069		Transfer Fee 038-069	R	100.00
		570108335	038-069				-100.00

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