

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

**KSECA Board of Directors Meeting**  
**Monday, December 12th, 2016, 4:00 P.M. at the Pavilion**

**DRAFT AGENDA**

1. Call to Order
  - A. Additions/Corrections to Agenda
  - B. Announcements
2. Treasurer's Report
  - A. November Report
3. Minutes November BOD Meeting
4. Clerk's Report
  - A. Filing Documents
5. Resident Concerns
6. Board Business Reports
  - A. Permaculture Garden
  - B. Parks
    1. Horse mats for playground
    2. Volleyball Nets
    3. Coconut signs
  - C. Mailbox Center
  - D. Social Chair – Board Involvement
7. Old Business
  - A. Board Best Practices
    1. Review meeting - discussion
  - B. Contracts
  - C. Dues in Arrears and Budgetary Issues
  - D. Legal Matters
8. New Business
  - A. Transfer Fee and New Owner Welcome Package
  - B. AGM Newsletter and Timeline
  - C. Special Use Permit (SUP for Pavilion)
  - D. Formalize Pavilion reservation and sound policies
9. Announcement of Date of Next BOD Meeting