

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

**KSECA Board of Directors Meeting
Tuesday, May 10, 2016, 4:00 P.M. at the Pavilion**

Final Minutes

1. Call to Order

Board of Directors Present: Hazen Komraus, John DuBois, Kelly Finn, Phil Hartman, Jean Howell, and Archer.

Members Present: Patti Lightcap, Uschi Snover, Missy Tissot, Bob Kirk, Jacklyn Symonds, Sharna Eberlin, Mark Hinshaw, Tim Prindable, Frank Gilbert, Scott Stone, David Hoffeld.

A. Additions/Corrections to Agenda: 8A & other items were moved to the top of the agenda; 8D was added.

B. Announcements

2. Treasurer's Report – Patti Lightcap, Contracted Treasurer

As of April 30, 2016

Bank of Hawaii checking balance	\$56,869.23
ING Savings balance	<u>\$48,137.09</u>
Total Balance of	\$105,006.32

Checks spent for April total \$1128.32. See attached for details.

Total accounts receivable in arrears (unpaid dues) as of 4/31/2016 \$122,202.75.

John made a motion to approve the Treasurer's report, seconded by Jean. Unanimous; motion passed.

3. Minutes April BOD Meeting-

Hazen read the minutes and a few corrections were made. John made a motion to approve the April minutes, seconded by Hazen. Unanimous; motion passed.

4. Clerk's Report - Kelly Finn, Clerk

A. Website

Contracts for webmaster will be reviewed. Daniel is currently doing it for free and doing a great job.

B. Mailboxes

The AGM vote that from this day forward mailbox deposits are now fees was repeated. Kelly made a motion to only accept checks or money orders for mailbox deposits from this day forward, seconded by Hazen. Unanimous; motion passed.

5. Resident Concerns

6. Committee Reports

A. Permaculture Garden

Scott Stone is having a meeting for planning the future of the pavilion park on May 27th at 1PM; everyone is invited.

B. Parks

Dave H. began working on removal of the concrete in the ground by the swings. He will be off island from May 16-26th. We will look into some soft surface materials to place underneath the play area. Dave will re-attach the loose bike rack in the front park.

Hazen brought up possibility of placing trash/recycle bins in the front park; we decided to wait until the new mailbox center is built.

Hazen brought up the issue of excessive parked cars in our park on Sundays. Dave suggested we gradually try to remedy the situation such as by passing out a flyer stating we are going to start closing the park to cars on Sundays; trying to get self-policing.

John D. made a motion to pass out flyers explaining we are going to begin prohibiting parking in our park and we will be hanging up signs stating No Parking on the lawn; seconded by Hazen.

Unanimous; motion passed.

There was discussion about how to keep non-residents cars out of the park on Sundays. One idea was to get Seaview residents to park their cars around the perimeter to block cars from driving into the park.

C. Neighborhood Watch/Food Bank

Mark Hinshaw reported that up to 55 bags of food were distributed, on the last Wednesdays of the month (12:30-2:30 PM). The Food Bank and Kalani are starting a program to distribute produce (\$16) in mid-June.

Neighborhood Watch reported an incident in the park last Sunday (May 8), however NW will not enforce park rules. Discussion ensued on the new park rule that limits amplified music in the park without permission from the Board, which was voted at the AGM.

D. Mailbox Center

Bob Kirk explained that the Mailbox committee is soliciting bids for the new mailbox center.

John asked that their meetings be posted and be open to all. Uschi S. contacted Hele On about building a bus stop in the County right-of-way.

7. Old Business

A. AGM

B. Lawsuits

Kelly went to court (small claims) on May 9th v. Rocco; motion dismissed; need to countersue for expenses incurred by KSECA and individuals.

C. 2014 Audit – Need to sign off on this.

D. Recall Hazen

John made a motion to recall Hazen from the Board, no second; motion died.

8. New Business

A. New Board Members/Officer Positions

John D. nominated Jean H. as Clerk, seconded by Phil H.; unanimous, motion carried

Hazen nominated Kelly as Scribe, seconded by Phil H.; unanimous, motion carried

John nominated Hazen as Director-at-Large, no second; motion died

John nominated Archer as Treasurer, seconded by Jean; unanimous, motion carried

John nominated Jan as President, no second; motion died

Kelly nominated Hazen as President, seconded by Jean; 3 ayes, 2 nays (Archer, John), one abstention (Hazen); motion carried

Jean nominated John as Vice-President, seconded by Hazen; unanimous, motion carried.
Phil and Jan nominated as Directors'-at Large; unanimous; motion carried

There was discussion about contacting the Attorney General to clarify who can serve on the Board in compliance with 421(J)5.

B. Contracts

Patti L. had copies of current contracts. The Board decided they should review the contracts and meet in an Executive Session to discuss.

Jean made a motion to have an Executive Session to discuss contracts, seconded by Archer. Unanimous; motion passed. The meeting is planned for May 17 at 6PM at Jean's house.

9. Announcement of Date of Next BOD Meeting

June 7th, 4PM. Meeting adjourned at 7:09PM.

Minutes submitted by Kelly Finn.

Kalapana Seaview Estates Community Association Balance Sheet

As of May 31, 2016

	Total
ASSETS	
Current Assets	
Bank Accounts	
5447054 Bank of Hawaii	52,428.91
ING Savings/Capital One	48,137.09
Total Bank Accounts	\$100,566.00
Accounts Receivable	
1110 Accounts receivable	225.00
Total Accounts Receivable	\$225.00
Other current assets	
1299 Undeposited Funds	1,350.00
Total Other current assets	\$1,350.00
Total Current Assets	\$102,141.00
Other Assets	
1080 Certificate of Deposit	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$102,141.00
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	18,150.00
Total Long-Term Liabilities	\$18,150.00
Total Liabilities	\$18,150.00
Equity	
3001 Opening Bal Equity	-6,366.51
3010 Unrestrict (retained earnings)	62,158.44
Net Income	28,199.07
Total Equity	\$83,991.00
TOTAL LIABILITIES AND EQUITY	\$102,141.00

Tuesday, Jun 07, 2016 11:14:00 AM PDT GMT-10 - Cash Basis

Kalapana Seaview Estates Community Association

Check Detail

May 2016

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
5447054 Bank of Hawaii						
05/02/2016	Check	1878	Peter Steinberg			-472.50
				Pat Rocco law suit in small claims		472.50
05/02/2016	Check	1879	ROSE JERANIUM			-370.00
				March cleaning & trash removal		370.00
05/02/2016	Check	1880	PATTI LIGHTCAP			-390.00
				April 2016 bookkeeping services		390.00
05/05/2016	Check	1881	Adrian Stroescu			-1,000.00
				Inv #972193 clean up & removal upper parks of waste & fill in hole in front park		1,000.00
05/05/2016	Check	1882	VOID			0.00
						0.00
05/05/2016	Check	1883	Peter Steinberg			-427.50
				Pat Rocco law suit in small claims kelly Finn		427.50
05/12/2016	Check	1884	David Hoffeld			-1,000.00
				March & April mow & weed whack upper parks		1,000.00
05/12/2016	Check	1885	ROSE JERANIUM			-385.00
				April cleaning & trash removal		385.00
05/12/2016	Check	1886	PATTI LIGHTCAP			-32.09
				reimbursement for phone bill 4/4 - 5/3		32.09
05/12/2016	Check	1887	KOA Consulting, LLC			-20.82
				change webmasters, setup new website		
				web domain		20.82
05/23/2016	Check	1888	Kelly Finn			-30.40
				Mailbox mailings		9.40
				Mailbox numbers		21.00

05/24/2016	Check	1889	KFA Property Maintenance	-600.00
			Fire ant treatment of parks	600.00
05/24/2016	Bill Payment (Check)	1891	Guy Shepard	-115.00
				-115.00
05/25/2016	Check	1890	PARADISE PROPERTY	-860.00
			March, April and balance of May front park care	860.00

Tuesday, Jun 07, 2016 11:16:20 AM PDT GMT-10

Kalapana Seaview Estates Community Association

Deposit Detail

May 2016

Date	Transaction Type	Num	Client	Vendor	Memo/Description	Clr	Amount
5447054 Bank of Hawaii							
05/12/2016	Deposit						1,840.00
		cash	038-027				-20.00
		4474	040-103				-50.00
		568	039-056				-50.00
		2632	034-045				-50.00
		910080	036-091				-50.00
		1122	041-019				-50.00
		758	038-021				-105.00
		594	037-027				-50.00
		410	035-004				-50.00
		34517	040-050				-160.00
		2242	041-072				-50.00
		497	034-039				-50.00
		32650	038-085				-50.00
		154	036-092				-50.00
		289	038-111				-50.00
		7874	037-054				-50.00
		1092	040-007				-50.00
		1092	040-037				-50.00
		1092	040-038				-50.00
		1092	040-039				-50.00
		1092	040-041				-50.00
		301	040-136				-50.00
		2317	040-128				-105.00
		479	040-				-50.00

		133	
479		040-114	-50.00
36420		035-035	-50.00
36419		035-023	-50.00
855		035-095	-50.00
655		039-098	-50.00
655		039-100	-50.00
655		039-101	-50.00
5022		038-068	-50.00
5022		038-067	-50.00
05/21/2016	Deposit		705.92
	7cr825741d093484e	034-069	-49.22
	78h45778ng1517015	036-024	-360.07
	7d177074nb760710p	040-076	-50.00
	7d177074nb760710p	038-124	-50.00
	7d177074nb760710p	038-106	-49.23
	4fl84195eg570480t	039-009	-50.00
	4fl84195eg570480t	039-010	-49.71
	87v74257ah8292120	034-084	-23.72
	24a4431074279063h	034-084	-23.97

Tuesday, Jun 07, 2016 11:19:05 AM PDT GMT-10