

**Kalapana Seaview Estates Community Association
RR2 Box 4537, Pahoa, HI 96778
February 9, 2016 BOD Meeting Minutes**

Final Minutes

1. Call to Order: 4.16pm by Hazen Komraus, President.

Board of Directors Present: Daniel Levy, Kelly Finn, Tyler Sprague, Jean Howell and Hazen Komraus.

Members Present: Patti Lightcap, Uschi Snover, John DuBois, Paula Tissot, Scott Stone, Kathy Archer, Todd Lolla, Tim Prindable, Jack Hash, David Hoffeld, and Council Members Greggor Ilagan and Danny Paleka.

A. Additions/Corrections to Agenda: Add procedure to new business.

B. Announcements: 1. John DuBois informed us that Hazen Komraus is not listed with the Bureau of Conveyances as an owner and that he cannot serve on the board until the matter is straightened out. However, Hazen is listed in Seaviews' account as an owner.

2. Greggor Ilagan announced that there will be a training for all association boards as regards to legal matters, directions the boards want to go, powers they may have, and other matters. The training will be held sometime June. He will inform us of date and place.

3. Greggor Ilagan is working to set up a one stop medical service center in Pahoa. He is looking at the property across from Longs. Some things people would like to see are medical, dental, eye doctors, X-ray, labs, planned parenthood. He is asking the public what services they would like to have. He would also like to have workshops in Seaview for new parents which would include parenting skills, resources and services that are available to parents.

Motion: by Daniel, 2nd by Kelly to have Hazen facilitate the meeting.

Vote: Unanimous - Motion Carries

Motion: by Kelly, 2nd by Daniel to have an Executive meeting to discuss duties and positions on the board. Place and date to be determined later by the board members.

Vote: 3 yes, 0 no, 1 abstention by Tyler - Motion Carries

2. Treasurer's Report:

Deposits made for January total \$1,630.00.

From the letters in arrears that were mailed out we have received \$8633.00 as of January 31, 2016.

The rest of the report was tabled because it was not available at the meeting.

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

Motion: by Daniel, 2nd by Kelly to approve minutes as corrected.

Vote: Unanimous - Motion Carries

4. Clerk's Report:

A. Website: **Motion:** by Daniel, 2nd by Kelly to charge a 3% service charge for online payments through PayPal to cover the 3% they charge.

Vote: Unanimous - Motion Carries.

1

B. Mailboxes: Nothing new to report.

5. Resident Concerns: Some residents are wanting to know about mosquito traps.

Hazen explained that Seaview held several workshops but at present we have no future workshops scheduled. Hazen thinks Leilani might be having one and will let the residents know date and time.

6. Committee Reports:

A. Permaculture Garden: Scott Stone has submitted a proposal for doing the work on the permaculture garden in phases. Phase 1: includes care for existing fruit trees, such as weed, mulch, fertilize, etc. Phase 2: landscaping and possible rock wall to deter driving into the park. Phase 3: preparing all planting areas and planting. Phase 4: Install an irrigation system on a timer and planting any approved trees.

Motion: By Daniel, 2nd by Jean to accept phase 1 of Scott Stone's proposal with a cap on spending at \$2000.00. This will also be an opportunity for members to work off their dues by working with Scott at approved work parties.

Vote: Unanimous - Motion Carries.

B. Parks & Signs: Hazen has been looking into recycle bins for the oceanfront park to see if there would be an interest in purchasing and installing these by the mailboxes. It would give residents a place to put the unwanted junk mail. David Hoffeld said he would be willing to be in charge of emptying them. Hazen is also working on getting signs for the pavilion park. A park rules signs stating: This is a Private Park; Hours 7am - 7pm except for special events with permission; Please no unattended pets or children, please clean up after both; No fires; No tree climbing without permission; Please malama our park; and a sign stating the bathroom will be closed at night.

C. Neighborhood Watch: No report.

D. Mailbox Center Membership: The committee presented a letter, drawings and an estimate for their proposal for construction of new mailbox center.

Motion: by Jean, 2nd by Daniel that the report from the member mailbox committee be included in the 2016 newsletter in its entirety.

Vote: 3 yes, 0 no, 1 abstention by Kelly - Motion Carries

7. Old Business:

A. Lawsuits: No report

B. 2014 Audit: There is a question concerning the mailbox deposits that needs to be cleared before the financials can be approved then the audit will be finalized.

C. Community Albizia Control: **Motion:** by Kelly, 2nd by Jean to accept Uschi's Albizia letter for the 2016 newsletter.

Vote: Unanimous - Motion Carries

D. RFP's

1. Fire Ant Treatment: We are waiting to hear back from KFA.

E. Letters to Members in Arrears: Kelly has all of Gary's letters, receipts and notes regarding this matter.

8. New Business:

A. AGM: Kelly has a motion for the AGM for to give to Daniel for the Newsletter.

B. Newsletter: The newsletter deadline was today so everything needs to be given

2

to Daniel ASAP.

C. Procedural: The December minutes regarding the mailbox committee need to be corrected. The correction is as follows.

Motion: by Jean, 2nd by Tyler to amend the December minutes to reflect the

wording presented in Mark Hinshaw's proposal requesting the formation of a mailbox membership committee as follows:

Motion that we form a membership committee with the sole purpose of researching the needs and making recommendations to the community regarding the Postal Center, and that this member committee report its findings to the Board for inclusion in the 2016 KSECA annual newsletter and for discussion and vote at our 2016 AGM

Vote: Unanimous - Motion Carries

9. Next BOD Meeting: Next meeting is March 8, 2016, the 2nd Tuesday at 4 at the pavilion.

10. Adjournment: The meeting is adjourned at 6:30pm when Tyler left leaving the Board without a quorum.

Minutes submitted by Patti Lightcap

Kalapana Seaview Estates Community Association

Deposit Detail

January 2016

Date	Transaction Type	Num	Client	Vendor	Memo/Description	Clr	Amount
5447054 Bank of Hawaii							
01/22/2016	Payment	279	039-114				50.00
			039-114				-50.00
01/22/2016	Payment	279	039-115				50.00
			039-115				-50.00
01/22/2016	Payment	279	039-116				105.00
			039-116				-105.00
01/22/2016	Payment	279	041-116				50.00
			041-116				-50.00
01/22/2016	Payment	038-051	038-051				510.00
			038-051				-510.00
01/22/2016	Sales Receipt	123236405	040-098				100.00
			040-098		transfer fee		100.00
01/22/2016	Payment	123236979	034-035				50.00
			034-035				-50.00
01/22/2016	Sales Receipt	123236982	034-035				100.00
			034-035		Transfer fee		100.00
01/22/2016	Payment	57099464	038-093				215.00
			038-093				-215.00
01/22/2016	Sales Receipt	47099464	038-093				100.00
			038-093		transfer fee		100.00
01/22/2016	Sales Receipt	203	4659				100.00
			4659		Mailbox Deposit		100.00

01/22/2016	Sales Receipt		4691		100.00
			4691	Mailbox Deposit	100.00
01/22/2016	Sales Receipt	622	4619		100.00
			4619	Mailbox Deposit	100.00

Wednesday, Feb 24, 2016 10:57:16 AM PST GMT-10

Kalapana Seaview Estates Community Association

Check Detail

January 2016

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
5447054 Bank of Hawaii						
01/12/2016	Check	1990	Hawaiian TelCom			-21.26
				11/4/15 - 12/3/15 phone		21.26
01/12/2016	Check	1991	VOID			0.00
				void		0.00
01/12/2016	Check	1992	Carbonaro CPA	Audit for 2012 & 2011		-3,010.40
				Audit for 2014		3,010.40
01/13/2016	Check	1993	PARADISE PROPERTY			-1,650.00
				Oct, Nov, & Dec park maintenance		1,650.00
01/13/2016	Check	1994	Peter Steinberg			-967.50
				Pat Rocco law suit in small claims against 13 residents		967.50
01/17/2016	Check	1988	Hazen Komrous			-183.80
				Holiday dinner food and supplies		183.80
01/17/2016	Check	1989	PATTI LIGHTCAP			-235.53
				Dec 2015 Services		195.00
				printer ink reimbursemenrt		40.53
01/17/2016	Check	1860	Guy Shepard			-500.00
				printing member statements - partial pay		500.00
01/17/2016	Check	1861	ROSE JERANIUM			-370.00
				June cleaning & trash removal		370.00
01/17/2016	Check	1862	Tyler Sprague			-15.00

mosquito trap supplies	15.00
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01/25/2016	Check	1997	ROSE JERANIUM	-448.90
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Dec cleaning & trash removal	370.00
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TP &recycle charge	78.90
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Wednesday, Feb 24, 2016 10:56:41 AM PST GMT-10

Kalapana Seaview Estates Community Association Balance Sheet

As of January 31, 2016

	Total
ASSETS	
Current Assets	
Bank Accounts	
1050 Barter (deleted)	0.00
1090 Savings Account (deleted)	0.00
5447054 Bank of Hawaii	18,350.96
82577 First Hawaiian Bank Checking (deleted)	0.00
First Hawaiian C/D (deleted)	0.00
ING Savings/Capital One	47,896.58
Total Bank Accounts	\$66,247.54
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	\$66,472.54
Other Assets	
1080 Certificate of Deposit	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$66,472.54
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	16,950.00
Total Long-Term Liabilities	\$16,950.00
Total Liabilities	\$16,950.00
Equity	
3001 Opening Bal Equity	-6,367.29
3010 Unrestrict (retained earnings)	61,990.91
Net Income	-6,101.08
Total Equity	\$49,522.54
TOTAL LIABILITIES AND EQUITY	\$66,472.54

