

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

**KSECA Board of Directors Meeting
Monday, March 14, 2019, 4:00 P.M. at the Pavilion**

DRAFT MINUTES

1. Call to Order: At 4:04 PM by Hazen. Directors present included Kelly Finn, Jean Howell, Hazen Komraus, Richard Valdez, Jacob Turner, Sean Crowne (arrived 4:24). Members present: Kevin Kalley, John DuBois, Sage, Laurel Marie Delacroix. Guests: Michael Garbarino.

- A. Opening Statement: Read by Jean
- B. Additions/Corrections to Agenda
- C. Announcements

2. Treasurer's Report: Total assets as of Feb. 28, 2019, was \$89,797.

3. Minutes February BOD Meeting: Read by Hazen. Jean made a motion to accept the minutes as corrected, seconded by Richard. Unanimous; motion passed.

4. Clerk's Report: Jean reported 40 are on the mailbox waiting list. The printing and postage costs of this year's newsletter were double last year's due to the large amount of paper. Jean made a motion to create information binders for new Board members, seconded by Hazen. Unanimous; motion passed.

5. Board Business Reports

A. Parks

- 1. Paint Catchment/Work Party- Set for April 13, 2019; 10AM.
- 2. Free Box- Doors and bars for the window have been installed so it may be locked up at night to reduce vandalism.
- 3. Pavilion Usage Policy- Completed, will be posted on website.
- 4. Lawn Signs- The prior bidders did not accept our proposal for a reduced bid so we do not have a contract at this time for sign repair. Jacob made a motion to accept Heather's bid of \$621, seconded by Hazen. One no (Kelly); motion passed. Hazen will talk to bidder about 3 color choices and need for a five-year guarantee (to be included in contract).

B. Mailbox Center- Kelly suggested we confer with the USPS before ordering additional parcel lockers; no one else agreed. Jean made a motion to purchase 4 more mailbox clusters in addition to the 2 specified in the contract for a total of 6 clusters, seconded by Richard. Unanimous; motion passed. We are in the process of looking for a concrete contractor.

C. Website- Add updated bylaws (from last year).

6. Old Business

A. Contracts- Tabled

B. Dues in Arrears, Audit, and Budgetary Issues- Jacob made a motion to move our checking account to First Hawaiian Bank. Motion rescinded. We will do more research. A letter prepared by Association services (Michael Garbarino) to those with dues in arrears was included with the newsletter. Garbarino reported that some members are asking if KSECA will waive past

late fees and wants the Board to allow him to do so. Currently our due date is the AGM and you have 90 days after this date to pay before a late fee is enacted. Jacob made a motion to allow Association Services to collect membership dues owed by negotiating late fees, seconded by Jean. Discussion ensued with some having an issue with allowing some “off the hook” for late fees while not others. John D. purports it is against our rules to take action (i.e. vote) on this matter at the same meeting it was brought up at and that it should be added to next month’s agenda for any action. The vote was called: Four ayes, 2 nos (Kelly, Richard); motion passed.

C. Legal Matters- No report

D. Bylaw Review Membership Committee- No report

E. Newsletter and AGM

1. Agenda and New Member Binders-Julie of Kukiahi Center (hired as facilitator) wants the AGM agenda broken down for her to assist with running the meeting.

2. Meal- Kevin Sulgit and his wife will be providing the meal. Kelly made a motion to approve hiring Kevin S. to provide the meal for the AGM for no more than \$800, seconded by Hazen. Unanimous; motion passed.

F. Treasurer Vacancy- Jacob volunteered to take on the treasurer position.

7. Resident Concerns- Kevin K. thanked the Board for having doors installed on the free box.

8. Announcement of Date of Next BOD Meeting- Richard made a motion to move to Executive Session at 5:38 PM, seconded by Hazen. Unanimous; motion passed. A motion to adjourn the meeting was made at 6:06 PM; motion passed.

Minutes submitted by Kelly Finn.