

Kalapana Seaview Estates Community Association
RR2 Box 4537, Pahoa, HI 96778
July 7, 2015 BOD Meeting Minutes

Final Minutes

1. Call to Order: 4.05pm by Hazen Komraus, President.

Board of Directors Present: Athena Peanut, Hazen Komraus, , Daniel Levy, Kelly Finn, Gary Kinley, Vicky Chrisholm, and Randall (arrived 4:45).

Members Present: Patti Lightcap, , John DuBois, Frank Gilbert, Mark Hinshaw, Uschi Snover, Dave Snover, Heather Wilkinson, and guest present Candace Wharton and Rececca Niemiec.

A. Additions/Corrections to Agenda: Several additions and changes were made.

B. Announcements: Candace and Rebecca are students studying Albizia control. They are gathering information on how neighborhoods deal with Albizia trees. They have a survey which is on our website if anyone is interested in filling it out.

Motion: by Daniel, 2nd by Kelly to move item 8C, Albizia control to number 5 Resident Concerns.

Vote: Unanimous - Motion Carries

2. Treasurer's Report:

As of June 30, 2015

Bank of Hawaii checking balance	\$38,084.27
ING Savings balance	<u>\$47,896.58</u>
Total Balance of	\$85,980.85

Checks spent for June total \$1977.42. No deposits made for June. See attached for details.

Motion: by Kelly, 2nd by Daniel to transfer \$20,000.00 from our checking account to our saving account.

Vote: Unanimous - Motion Carries

Motion: by Kelly, 2nd by Gary to accept the treasure's report

Vote: Unanimous - Motion Carries

Vicky Chisholm is now in charge of paying all the bills, writing checks and posting them into Quickbooks.

3. June Minutes: June 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: Still working on getting an on line payment system through our website, also pay pal is an option.

Motion: by Daniel, 2nd by Vicky to enable the Quickbooks online payment option now.

Vote: 2-yes, 3-no,(Kelly, Gary Hazen), 2-abstentions (Athena, Vicky) - Motion Fails

B. Mailboxes: Kelly has composed a letter to send out to mailbox owners in an attempt to update our data base with correct address, names TMK numbers, etc.

Motion: by Daniel, 2nd by Hazen to accept Kelly letter.

Vote: 6-yes, 0-no, 1 abstention by Kelly - Motion Carries

5. Resident Concerns:

A. Community Albizia Control: Franny from Big Island Invasive Species Community, (BIISC), organizes community workshops for proper use of milestone treatment of Albizia trees. Milestone is an herbicide and is not organic, cost is approximately \$90.00 per quart.

Motion: by Daniel, 2nd by Randall to welcome Franny to come teach workshops at the Seaview Pavilion and the Board will promote the workshops, date to be announced.

Vote: 6-yes, 0-no, 1-abstention by Athena

6. Committee Reports:

A. Permaculture Garden: The permaculture committee to work on marking hazardous trees and fruit trees that need pruning on the pavilion park on Thursday July 9, 2015 at 4:00.

Motion: by Daniel, 2nd by Vicky to accept the tree work RFP from the permaculture committee as amended.

Vote: Unanimous - Motion Carries

B. Coconut Tree RFP: Need to contact professionals, post on board, and Craigslist. Hazen will post this on Craigslist and Facebook.

Motion: by Daniel, 2nd by Randall to extend the date on all the RFPs to the 20th of next month, August.

Vote: 6-yes, 0-no, 1-abstention by Gary

Motion: by Kelly, 2nd by Gary to post the 4 RFPs, (fire ant control, coconut tree trimming, park tree work and mailbox kiosk), in the newspaper with a cap of \$300.00.

Vote: 6-yes, 1-no by Randall, 0-abstentions - Motion Carries

C. Parks: Need to install the bathroom security door. If David Hoffeld can't do this by end of this month the Board will put the job out for bids.

Motion; by Daniel, 2nd by Hazen to spend up to \$200.00 to purchase a new tether ball and volley ball net.

Vote: Unanimous - Motion Carries

D. Neighborhood Watch: Motion: by Vicky, 2nd by Gary to accept the towing contract from Ryan K. Services.

Vote: 6-yes, 0-no, 1- abstention by Gary, (he was no present for the vote).

Civil Defense has asked us to have information signs, (such as meeting dates, food bank, etc.) that can be hung and removed over our mailboxes. They are also asking neighborhoods to do a needs assessment survey in case of an emergency. Civil Defense has free container available for communities to store emergency supplies.

Motion: by Daniel, 2nd by Hazen to apply for a container.

2

Vote: Unanimous - Motion Carries

SERC training starts this Saturday July 11, 2015 in Laupahoehoe.

Symposium on association laws and rule for all neighborhood board members only will be in early 2016. Exact date not set.

The Foodbank will be in Seaview at the mailboxes the last Wednesday of every month at 2:00pm. Application available on site.

7. Old Business:

A. Lawsuits: Nothing new to report.

B. Playground: The playground is finished and installed.

C. Landscape Plan for Front Park: No responses - remove from agenda.

D. Security for Front Park: Move to neighborhood watch

E. Signs: Received a bid from Heather Wilkinson for the 2 “Seaview” signs in front park.

F. Defibrillator: Missy and Frank have agreed to hang the defibrillator at their house. Hazen will make a box to hang it in.

8. New Business:

A. 2014 Audit: Patti Lightcap will contact CPA to obtain quotes. Randall to check with his accountant also. Audit must be of the associations assets, income and expenses.

Motion: by Daniel, 2nd by Hazen to accept the RFP for the 2014 audit.

Vote: Unanimous - Motion Carries

B. Letter to Members in Arrears: Kelly still working on letter. Gary Kinley will look up address on the county website of members in arrears to compare with our records.

C. Formalizing our “Dark Skies” Program: Dark Skies policy has been posted on the Seaview website and the notice board.

D. Motion: by Randall, 2nd by Hazen to reimburse Randall the \$100.00 spent for refreshments for the AGM.

Vote: 4-yes, 0-no, 1-abstention by Kelly - Motion Carries

E. Permaculture RFP: Daniel will come up with a RFP for a fruit tree orchard at the pavilion. Will be worked on by the permaculture committee.

9. Next BOD Meeting: Next meeting is Tuesday August 4, 2015 at 4:00pm at the pavilion.

10. Adjournment: Motion: by Daniel, 2nd by Kelly to adjourn meeting at 7:15pm.

Vote: Unanimous - motion carries.

Minutes submitted by Patti Lightcap

Kalapana Seaview Estates Community Association

BALANCE SHEET

As of June 30, 2015

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1050 Barter (deleted)	0.00
1090 Savings Account (deleted)	0.00
5447054 Bank of Hawaii	38,084.27
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	\$85,980.85
Accounts Receivable	
1110 Accounts receivable	825.00
Total Accounts Receivable	\$825.00
Other current assets	
1299 Undeposited Funds	0.00
Total Other current assets	\$0.00
Total Current Assets	\$86,805.85
Other Assets	
1080 Certificate of Deposit	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$86,805.85
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	16,750.00
Total Long-Term Liabilities	\$16,750.00
Total Liabilities	\$16,750.00
Equity	
3001 Opening Bal Equity	-6,691.04
3010 Unrestrict (retained earnings)	63,900.75
Net Income	12,846.14
Total Equity	\$70,055.85
TOTAL LIABILITIES AND EQUITY	\$86,805.85



Friday, Jul 10, 2015 09:27:24 AM PDT GMT-10 - Cash Basis

Kalapana Seaview Estates Community Association

CHECK DETAIL

June 2015

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
5447054 Bank of Hawaii						
06/01/2015	Check	1783	Guy Shepard			-130.00
				Posting Checks and Quickbooks Online troubleshooting/updating		130.00
06/18/2015	Check	1784	David Hoffeld			-654.00
				mow & weed eat both upper parks for May		600.00
				Handicap parking/Curb your dog signs reimbursement		54.00
06/18/2015	Check	1785	Hawaiian TelCom			-42.40
				4/4/15 6/3/15 phone		42.40
06/18/2015	Check	1786	PARADISE PROPERTY			-550.00
				Lower park maintenance May		550.00
06/18/2015	Check	1787	PATTI LIGHTCAP			-273.75
				May services		273.75
06/18/2015	Check	1788	ROSE JERANIUM			-372.27
				May cleaning & trash removal		365.00
				bleach and soap		7.27

Friday, Jul 10, 2015 09:26:52 AM PDT GMT-10