

KALAPANA SEAVIEW ESTATES COMMUNITY ASSOCIATION

2026 Annual General Meeting – **DRAFT** Minutes

Date	Sunday, May 17, 2026
Time	1:14 PM – 4:14 PM
Location	<i>Seaview Pavillion</i>
Called to Order By	Doug Walker, Board President
Meeting Facilitator	Le'Ann Milinder (approved by AGM members)
Minutes Recorded By	<i>Robert Gluckson</i>
Quorum / Voters	60 voters present (including proxies); 240 total votes cast
Proxies	6 properly completed proxy forms received; proxies voted by named designees (not the Board). 2 proxy holders were no-shows.

1. Call to Order

Board President Doug Walker called the meeting to order at 1:14 PM. He thanked volunteers and incoming board members, and stated a goal of increasing dues participation.

The AGM approved Le'Ann Milinder to facilitate the meeting. Ms. Milinder thanked contractors, bookkeeper Sandra Silva, and outgoing Board Members.

2. Agenda Amendments & Order of Business

The following amendments to the agenda were moved, seconded, and approved:

Motion	Result	
Move elections to follow the Minutes and Treasurer's Report.	APPROVED	From the floor
Add "Fruit Tree Care" to Old Business.	APPROVED	From the floor
Correct AGM minutes language: "Sunday Funday" revised to "Sunday Lawn Trespass Event."	APPROVED	From the floor

3. Minutes of Previous AGM (2025)

The 2025 AGM Minutes were not available for presentation. John DuBois advised that he holds an audio recording of that meeting.

Uschi moved that the outgoing Board be directed to produce the 2025 AGM minutes from the available recording. Motion approved by the AGM.

Item 5 of the current AGM minutes was read aloud by John DuBois. An addition regarding the dues reduction vote was noted for the record.

4. Treasurer's Report

Clerk Marcy Parco reported that email communications regarding financial matters have been effective and that digital finance processes are working well. She read the April financial update from the bookkeeper.

5. Bookkeeping Discussion

5.1 Discussion

Robert Gluckson presented an assessment of the Association's bookkeeping situation for the period managed by the prior bookkeeper from 2024-2025. No evidence of impropriety was presented in support of his assessment.

5.2 Assessment Highlights

- Bookkeeping costs were substantially higher than in prior years.
- Books were not reconciled from December 2024 through August 2025, per current bookkeeper Sandra Silva.
- Title transfer fees and dues payments were received but not always recorded or credited in the system.
- Work had been proposed for prior-year books in preparation for audits, not sure if completed.
- Membership list updates were not completed.
- Expenses outside the scope of the bookkeeper's contract were approved and paid.
- Some invoices were received and processed after the relevant pay period had closed.
- Board President Doug Walker and former treasurer Barbara Weber may not have followed all required Bylaw procedures when approving payments.
- QuickBooks reports were removed from the Association website at Mr. Baker's request, citing inaccuracies.

5.3 Legal & Financial Counsel Assessment

Robert Gluckson consulted with a Hawaii attorney experienced in board governance and with the Association's accountant. Both concluded that pursuing legal recovery would be costly and that attorney's fees would likely exceed any amount recovered.

5.4 Discussion

The following points were raised during member discussion:

- Daniel Levy: Recommended an independent investigation and a formal review of all billed work.
- Lexi Lee: Asked what specific refund amount should be requested from Mr. Baker.
- Doug Walker: Stated he trusted Mr. Baker and approved payment of invoices as received.
- Marcy Parco: Asked whether the board was circumvented; also shared new internal procedures for check processing.
- Lorne: Proposed forming an ad hoc accounting committee to investigate, working with the old Board.
- John DuBois: Asked whether a police report had been filed; none has been filed to date.

5.5 Actions Directed by AGM

The AGM moved and approved the following actions, with the named volunteers to serve on the investigative committee:

- Form a member ad hoc committee to investigate contracted bookkeeping work. Volunteers: John DuBois; Patti Lightcap (30-day commitment only), Robert Adler
- If a refund is determined to be warranted, issue a formal demand letter to the prior bookkeeper.
- Initiate a police report, if warranted.

6. Board Reports – Old & New Business

6.1 Sunday Lawn Trespass Event (formerly “Sunday Funday”)

The Board reported on ongoing unauthorized vending activity occurring on or near Association property on Sundays. Key points discussed:

- Police have advised that food vending is the most viable category but requires Health Department permitting.
- The Board is considering contacting political officials and media, noting this is an election year.
- A speeder associated with the event may be acting illegally; legal action is possible. Failure to act may increase the Association’s liability exposure.
- Insurance coverage: Marcy reported the Association’s policy covers homeowners only. Obtaining coverage for crowd-control situations of 50 or more persons in Hawaii is difficult.
- Police have indicated uncertainty about where private property boundaries begin; members noted police do have access to this information. Members are encouraged to make police reports and obtain report numbers in writing.
- Vendors have been dumping coconuts on the property, which our contractor must remove.
- Abbie R. recommended documenting all incidents and steps taken for insurance purposes.
- John DuBois suggested contacting the FDA.
- The possibility of offering a day-off exchange to incentivize Health Department inspectors to attend on Sundays was discussed.

7. Board of Directors Elections

Four Board members were elected at today’s meeting to serve two-year terms. Candidates presented their backgrounds as follows:

Candidate	Background / Statement	Nominated By
Lorne McElhorne	Remote worker; mortgage broker; member since 2020; interest in sustainable living.	Cheryl Taylor
Robert Adler	Small business management experience. Goal: improve Board and community communications.	<i>self-nominated</i>
Le’Ann Milinder	Small business management and board experience. Goal: improve	<i>[To be confirmed]</i>

	Board and community communications.	
Lahi Verschuur	Journalism background.	Self-nominated; seconded by Lorne McElhorne

All four candidates were approved by vote of the AGM membership.

NOTE – Eligibility Concerns (Post-Vote Discovery): After the election, potential eligibility issues were identified for two newly elected directors. (1) Lorne McElhorne: property tax records do not appear to confirm ownership. (2) Robert Adler and Le’Ann Milinder: both names appear on two properties; it is unclear whether both individuals satisfy the single-ownership membership requirement. The new Board is directed to review these matters and confirm eligibility consistent with the Bylaws before seating these directors.

7.1 Continuing Director

- Amanda Hopkins-Minett (term continuing)

8. Old Business

8.1 Dues Reduction

John DuBois noted an addition to the 2025 AGM minutes regarding a prior dues reduction vote.

8.2 Fruit Tree Care

There was a motion from the floor, which was adopted, for the new board to address care of the fruit trees.

9. New Business

9.1 Proposed Bylaw Amendment – Dues Authority (Article 4, Section 1, D1)

A motion was made to amend the Bylaws so that members—rather than the Board—have authority to determine dues amounts as currently provided under Article 4, Section 1, D1.

Moved by: Gary Boyle. Seconded by: John DuBois.

This motion will be considered at the 2027 AGM.

10. Adjournment

There being no further business, the meeting was adjourned at 4:14 PM.

Respectfully submitted,

Robert Gluckson, Vice President (Outgoing)

Minutes Approved By (Board Secretary)
Date: _____

Board President
Date: _____