# KALAPANA SEAVIEW ESTATES COMMUNITY ASSOCIATION

**APPROVED Board Meeting Agenda | Wednesday, October 28, 2026 | 2:00 PM**

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**1. Call to Order & Roll Call**

- Welcome remarks – Leʻ Ann Milinder
- Officer and member attendance

**2. Agenda Modifications**

- Additions or corrections to today's agenda
- Member concerns (1 minute each)

**3. Approval of Previous Minutes**

- Review and approval of September 30, 2026 Board Meeting minutes

**4. Community Announcements & Updates**

A. Election to fill Board vacancy – three members have expressed interest

B. Allow remote participation at board meetings – motion for temporary bylaws interpretation of "attendance" to include remote (phone/video) attendance until the AGM

**5. Financial & Administrative Reports**

A. Treasurer's Report – September financials, bank balance, income/expenses, dues in arrears

B. Finance Committee Report – HOA portal software demos, budget for the remainder of 2026

**6. Ongoing Projects & Committee Reports**

A. Dues Collection Committee – statement mailout plan; status of attorney retention

B. Bylaws Review Committee – schedule next meeting?

C. Care and Rehabilitation of Park Fruit Trees – October work session report

D. Sunday Lawn Gathering Committee – insurance update; trespass & liability issues

E. Park Maintenance – status & upkeep needs, when will next LFA treatment take place?

**7. Old Business**

A. RFPs – Coconut Tree Services contract awarded, Septic System proposals requested by noon today; follow-up on Financial Audit firm selection; audit prep/reconciliation bookkeeping, target audit engagement date

B. Attorney engagement update (authorized up to $4,000) – select counsel; covenant refiling (dues covenant only?) & Sunday Lawn trespass/liability opinion

C. Digital Payment Procedure – Finance Committee draft procedure for BRC; motion to continue following the procedure instituted by the previous Board until the AGM, when a new bylaw can be voted on

D. 2025 AGM financial report – Finance Committee review of outstanding-dues figure; vs. COVID-era

E. Website – HOA portal decision (demos scheduled?) Google workspace?

F. Communication Plan - How best to communicate between meetings so things donʻt get missed?

G. Board process – membership list update; resident census

H. Community Infrastructure – mailbox key issuance procedure & fees to post on website (tabled)

I. Tsunami siren – interpret whether placement in the park is a significant material change requiring a majority vote of MGS in residence (Bylaws p. 3); determine how to conduct such vote

**8. New Business**

A. Bank signatory status; bookkeeper authority to waive late fees (tabled from Sept 30)

B. Volunteerism – work-for-dues proposal (Dues Collection Committee) (tabled from Sept 30)

C. Reserve study – none since 2012; potential help with budget & dues collection (tabled from Sept 30)

**9. Community Input** - Additional time for community input (3 min ea)

**10. Recess to Executive Session** - RFP/contractor discussion regarding septic proposal

**11. Adjourn** - Next regular meeting: Wednesday, November 25 at 2 pm