

# HAWAIIAN SHORES COMMUNITY ASSOCIATION

## MINUTES OF THE BOARD OF DIRECTORS MEETING

### FEBRUARY 16, 2022

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held via GoTo Meeting. A quorum was established. Eileen O'Hara, President, presided. The meeting was called to order at 6:10 PM.

Directors present: Eileen O'Hara, President, Dawn Hurwitz, Vice President, Jeffrey Kraybill, Treasurer, Tom Cumming and Nikki Weingartner. Also in attendance: Barbara Barr, Accounting Associate.

Directors absent: Cindy Caldicott and Suzan Thompson Forrest.

### ANNOUNCEMENTS

None

### APPROVAL OF MINUTES

January 19, 2022 Meeting of the Board of Directors

*Tom Cumming moved to approve the January 19, 2022 meeting minutes. Nikki Weingartner seconded. The motion passed unanimously.*

### COMMUNICATIONS

a) Kaawaloa, request to exempt disabled seniors from paying assessments. No action taken.

**Action item:** Staff to send response letter.

b) Alexander, clearing the plants near the ocean along Government Rd and Kuna St.

**Action item:** Referred to the Park Committee

c) Evans, calculation of water usage used for billing where meters are broken or otherwise unusable. Issue has been resolved.

**Action item:** Staff to send response letter.

### STATEMENTS OR CONCERNS FROM DIRECTORS

None

## REPORTS

Office Manager Report- Barbara Barr reported CW maintenance cleaned the Stable floors, both floor cleaners have been received, maintenance crew will be using them quarterly on the Stables floor. Attorney General is still reviewing the loans, funds will be released once completed. Subscribed to Grammarly for documents and Zoom Business for virtual meetings. Maintenance crew flagged 18 properties for Land clearing/Construction/Tree work. Feeding pigs and sabotaging pig traps on Oio. Note to S'mon/Tim, paint columns in the Stables and check the louver windows for any necessary repairs.

Maintenance Foreman Report- Barbara Barr reported that both grasshoppers are being repaired. Tim suggests HSCA consider an apprenticeship program for a future (DSO) Distribution Systems Operator to replace him when he retires in 2 years, the information has been provided to the board.

**Action item:** Eileen O'Hara will set up a meeting with Tim Manning to discuss the apprenticeship program.

Accounting Associate Report- Barbara Barr reported that assessments are on track, water income will increase due to rate increase income. The audit needs to go out with packet to be mailed to members in March.

**Action item:** The board will vote via email to approve the audit when completed in order to send it out with the packet.

Financial Report- Jeffrey Kraybill reported that cash is \$450,750.55, investments are \$942,575.95, long term liabilities are 2.5 million, assessment collection is above budget by 7%, water slightly below budget by 7%, up 6% from last year, escrow fees and infrastructure impact fees up 260%, total income above budget by 8%, up 11% from previous year, payroll below budget by 10%, most expenses at budget, except office, new laptop and subscription service, and CPR training for staff, overall expenses up 15% from last year, total expenses down 8%, net income up 21% for the quarter and 25% from last year.

DRC Report- Tom Cumming reported: Plans Submitted

Step one:

- Lot 1153 - Manalo St. Approved
- Lot 1183 - Manini St. Approved
- Lot 1995 - Papio St. Approved

Step two:

- Lot 337 - Honu St. Approved
- Lot 939 - Maiko St. On condition Septic and IIF fees are submitted.

One request for a variance was received to allow the use of a generator during the HELCO outage. *Dawn Hurwitz moved to approve the variance request by Raginal Prasad, to use a generator until HELCO power is available. Nikki Weingartner seconded.* The motion passed unanimously.

CEAC Report- Kathy Klawitter reported that the committee would like to publish a monthly message and quote on the HSCAS website and through mail chimp as a welcome to new members. The Welcome Back Party will most likely be moved closer to summer.

**Action item:** CEAC members to send information to the office staff for publishing/distribution.

ITOP- Dawn Hurwitz reported that she conducted an audit of the HSCA website and made a list of recommendations for easier use, updates, and improvements including a welcome/promotional video.

**Action item:** Dawn Hurwitz will meet with S'mon to follow up with recommendations.

Park Report- Eileen O'Hara reported the park cleanup was a success volunteers worked for 3-4 hours pressure washing benches and boulders, clearing trees, cutting back trees using the green waste to fill divots at Papio Ocean Park. The committee is proceeding with the inventory of parks and facilities.

## **OLD BUSINESS**

### Construction Water Rate

*Dawn Hurwitz moved to approve changing the Construction Water Rate fee from \$50 to \$45. Nikki Weingartner seconded.* The motion passed unanimously.

### LWV Ballot Count – Tellers Committee

*Jeffrey Kraybill moved to have all mail-in balloting. Tom Cumming seconded.* The motion passed unanimously.

Dawn Hurwitz and Kathy Klawitter will serve on the Tellers Committee to oversee the ballot count on Friday afternoon (4/15/2022).

### Annual Meeting Agenda

The agenda will be mailed out with the packet in March, Joy San Buenaventura has confirmed she will participate.

### Modification of COVID-19 Rules

*Nikki Weingartner moved to approve the Modified COVID-19 Rules. Jeffrey Kraybill seconded.* The motion passed unanimously. \* Modified rules will be posted and available on the website.

**Action item:** Staff to clarify/add language relating to food.

### Pig Policy

Dawn Hurwitz drafted a policy, that needs to be clearer, Dawn will make changes, board members are encouraged to email Dawn with suggestions.

**NEW BUSINESS**

Service fee for Western Union transactions

*Dawn Hurwitz moved to charge a \$150.00 Western Union transaction fee, per incident. Jeffrey Kraybill seconded. The motion passed unanimously.*

**ADJOURNMENT – 7:40 PM.**



Suzan Thompson Forrest, Secretary



Date