

HAWAIIAN SHORES COMMUNITY ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

NOVEMBER 17, 2021

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the Stables. A quorum was established. Eileen O'Hara, President, presided. The meeting was called to order at 6:03 PM.

Directors present: Eileen O'Hara, President, Dawn Hurwitz, Vice President, Jeffrey Kraybill, Treasurer, Suzan Thompson Forrest, Secretary, Tom Cumming, Cindy Caldicott and Nikki Weingartner. Also, in attendance: Barbara Barr, Accounting Associate and Tim Manning, Maintenance Foreman.

Directors absent: Kathy Klawitter

ANNOUNCEMENTS

Dawn Hurwitz reported the swap meet was a smashing success, 2 booths still available for December.

COMMENTS ON AGENDA BY HSCA MEMBERS

None

MINUTES

October 20, 2021, Meeting of the Board of Directors

Suzan Thompson Forrest moved to approve the October 20, 2021 meeting minutes. Kathy Klawitter seconded. The motion passed unanimously.

COMMUNICATIONS

None

REPORTS

Office Manager Report- Barbara Barr reported C&W maintenance will do the floors in the stables in the first week of December, assessment invoices are printed and ready to go out, the storage shed is complete and maintenance crew will begin moving boxes of documents from the office for storage in compliance with HSCA Record Retention Policy.

Maintenance Foreman Report- Tim Manning reported the BacT samples for October were completed on time and the results came back negative, all the equipment is running and being

maintained, the ozone oxidation system is installed and working, the storage shed is completed with the ramp, only need to paint the ramp when weather permits, I hope to begin on the hot water heater this week, still waiting for State funds to replace hydrants and valves. Tim Manning suggested the BOD's consider purchasing equipment to clean stable floors in house which will save money and allow the floors to be cleaned more often. Maintenance crew will begin covering the pool on Monday (11/22). Tim Manning forwarded letter to resident regarding flooding to the Office Manager and BOD's, never sent to resident.

Action item: Tim Manning will bring quotes for floor cleaning equipment to next meeting and follow up with Office Manager regarding letter to resident.

Accounting Associate Report- Barbara Barr reported the final fiscal 2022 Budget and the 2021 Accounting were included in meeting packet, 14 properties closed in November, 5 lots have open foreclosures (there are liens on all 5 of these lots), 6 property sales were recorded in October and 33 properties are in escrow, there are no water meters available for new houses at this time.

Financial Report- Jeffrey Kraybill reported that cash is \$311,230.74, investments \$944,184.72, long term liabilities are \$2.611 million, assessment collection below budget by 3% and down 9% from last year, water is at budget, increase in water connections by 225%, escrow fees are up by 203% and building fees up by 305% total income above budget by 1%, USDA water grant income was \$1,219,497.87 this money helped reimburse water project expenses including contractor and USDA water payroll hours, payroll ended this year below budget by 13% and health care costs were 2% below budget when corrected for capital expenses which are depreciable fixed assets, total expense was up 4% at the year end, increases were in facilities maintenance 134%, utilities 129%, office expenses 133%, adjusted new income when corrected for debt service which is a principal portion of the USDA loan was below budget by 22% for 2021.

DRC Report- Tom Cumming reported there were 4 plans submitted:

1. 1587, Opae, step 2. Approved no conditions.
2. 312 Heepali, step 2. Approved, no conditions.
3. 1923 Papio, step 1, Approved, no conditions.
 - a. Step 2 approved on condition that paperwork and fees paid at HSCA office.
4. 939 Maiko, step 1. Approved, no conditions.

CEAC Report- Suzan Thompson Forrest reported committee members collected donations at the Swap Meet and received \$67 to purchase books! Members will continue to collect monetary donations, new and gently used books and toys. There will be a Santa and Mrs. Clause at the Swap Meet in December. CEAC members will actively promote and recruit for HSCA Neighborhood Watch volunteers.

ERC Report- Eileen O'Hara briefly explained the ERC process and the proposed changes to the Fine Schedule.

Dawn Hurwitz moved to adopt the Fine Scheduled as proposed. Nikki Weingartner seconded the motion. The motion passed unanimously.

ITOP- Tom Cumming reported they are prepared to set up email account(s) for NHW volunteers.

Park Report- Eileen O'Hara reported another maintenance day needs to be organized.

OLD BUSINESS

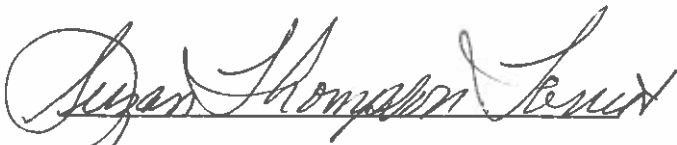
None

NEW BUSINESS

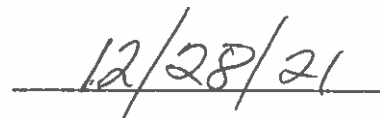
Neighborhood Watch – Eileen O'Hara reported the November 4th meeting was well attended and (2) volunteer coordinators were identified for the lower and middle sections, still need (1) volunteer coordinator for the upper section (Honu St. and up). Coordinators will organize volunteers in their sections and communicate with Community Police Officer directly. The next meeting will be on November 18, Judie Houle from Hawaiian Paradise Park will speak to attendees about her role in the HPP Neighborhood Watch group. HSCA role will be to support the organization of a NHW group by promoting and recruiting as well as providing facilities for meetings, email access, and possible financial support.

FY 2021 Audit Quote – *Jeffrey Kraybill moved to approve the quote of \$13,288.25 from CLA to conduct the annual audit. Tom Cumming seconded. The motion passed unanimously.*

ADJOURNMENT – 7:23 PM.



Suzan Thompson Forrest, Secretary



Date

