

# HAWAIIAN SHORES COMMUNITY ASSOCIATION MINUTES OF THE BOARD OF DIRECTORS MEETING NOVEMBER 20, 2024 6:00 PM

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the Stables (Community Center). A quorum was established. Eileen O'Hara, the President, presided. The meeting was called to order at 6:04 P.M.

Directors Present: Eileen O'Hara, Jeff Sargent, Jeffrey Kraybill, Mike Tompkins, Lori Tetrault, Polly Quigley, Vladimir Vorobets and Kathy Morgan. Also, in attendance, S'mon Gago, Office Manager, Madonna Hoomanawanui, Office Assistant/Park Attendant, and Tim Manning, via Zoom.

Directors Absent: Kathy Klawitter,

Members Present: Mike Moore, Jack Wells

Members on Zoom: Tom Cumming

## **ANNOUNCEMENTS – None**

## **COMMENTS ON AGENDA ITEMS BY MEMBERS – 3 MIN. LIMIT –**

- a. Moore – Commented on the old fans at the stables and voting.
- b. Hurwitz – Pool covers; staff will work on getting updated quotes.
- c. Nadvornik – Request to hang a Garage Sale sign on the Stables fence. The board said signs of that nature can be on the easement, but not the fence.

## **APPROVAL OF MINUTES**

*Kathy Morgan moved to approve the October 16, 2024, Board of Directors meeting minutes. Vladimir Vorobets seconded the motion. The motion passed unanimously.*

## **WRITTEN COMMUNICATIONS –**

- a. Moore – See “Comments on Agenda Items by Members” item a.

## **STATEMENTS OR CONCERNS FROM DIRECTORS – None**

## **REPORTS**

**Office Manager Report-** S'mon Gago reported the new excavator tracks are in. The day after Thanksgiving is a holiday for staff. The office is closed; the park and pool will be open from 11 am to 4 pm, and S'mon will open for lap swimmers and water aerobics. Playground installation is on hold until the clamps needed come in and should be here next week. The LSLI was submitted to DOH, there are 12 consumers with unknown service line

materials, they were notified via letter, and a copy of the letter was posted to the website. Pacific Termite is fumigating the office on Monday, December 23<sup>rd</sup>. The pump room and bathrooms are scheduled for December 30<sup>th</sup>. After they remove the tent no one is to enter the buildings for at least 5 hours. The 24<sup>th</sup> and 31<sup>st</sup> are usually half days for staff.

*Jeff Sargent moved to extend the staff holiday to include the 24<sup>th</sup> and 31<sup>st</sup> of December. Lori Tetrault seconded the motion. The motion passed unanimously.*

**Maintenance Foreman Report** – Tim Manning reported mowing to the sub is current. We continue to get a negative BacT results on our well, January is the next time we have to test and then another one in February. There was an issue with the booster pumps No1 had a stuck valve and is now working fine. Another check valve needs to be replaced. We tried to contact Big Island Mechanics and had no response; we were referred to another person from Villi a Ryan Smoot who sent a Work order Estimate to fix the check valve.

*Kathy Morgan moved to approve the SCADA & Control Systems LLC Work Order Estimate to fix the check Valve. Jefe Kraybill seconded the motion. The motion passed unanimously.*

**Accounting Report:** S'mon Gago reported 2025 Assessments are coming in. 6 lots are in open foreclosures and 23 property sales were recorded in October.

**Financial Report** – Jeffrey Kraybill reported Cash is \$198,185.48, Investments are \$829,791.68 Total Cash/Investment are \$1,027,977.16 Long-term Liability is \$2.50 million this will include the DWSRF Loan until it is forgiven. Assessment collection is 6% above budget for the year. Some of the October collections included 2025 Assessment payments because some members paid ahead of the Assessment invoices going out. Water is under budget by 2% for the year. New water service connections are up 50%. Escrow fees and infrastructure impact fees are 18% above budget and 22% above budget respectively. Guest fees ended the year 3% over budget. Interest and Investment income are over budget. Total income is 8% above budget for the year. Payroll is 7% over budget; this was mostly due to the well pump repair. Repair & Maintenance expense includes the new mower, the playground and costs associated with the well pump repair. To date, we have transferred \$183,000 from the Edward Jones Emergency Reserve and \$60,000 from the Edward Jones Parks Reserve to reimburse the Operating Fund for the mower, playground and well pump repair expenditures. We received an insurance check for \$57,000, which was transferred back into the Emergency Fund. We still need to transfer \$30,000 from the Merrill Lynch Parks Reserve fund to reimburse the rest of the playground expense. Total expense is 8% above budget this is due mostly to the well repair labor expense. Net Income is at 7% above budget after adjustment for the reserve fund expenses. Accounting for our USDA principal Loan payments we had a year-end budgeted Adjusted Net income of \$39,362.15. We like to end the year with a budgeted net income of \$50,000, but this year we had a few challenges with cost of goods and major well repair.

**CEAC REPORT** – Jeff Sargent reported Watercolor class will start back up in January 2025, and he got more tablecloths. Trivia Night, Karaoke, and Bingo are doing well. We are doing a Let get light event again. CEAC will be decorating the stables for Christmas on November 29.

**DRC REPORT** – Jeffrey Kraybill reported Step One for Lot 618 Kawakawa St. was not approved as the house was less than 1000 square feet. Step one for lot 869 on Mahimahi St. was approved with no conditions.

**PFPC REPORT** – Lori Tetrault reported the Maikoiko pickle ball court still needs to be painted, waiting on dry weather, members will have to schedule with the office to use the court. The playground equipment is underway. EPI completed their structural review for the columns in the back of the stables. A report concerning options for heating the Honu park pool and for providing night time circulation pump operation has been completed. These options involve significant investment to move forward and will need to be reviewed each year as part of the budget process. Disc golf layout on Maikoiko Park, Maikoiko Park volunteer day and Papio Park Volunteer day where deferred to next meeting.

**NEW BUSINESS –**

- a. Newsletter – Board chose Polly version
- b. Employee Appreciation Luncheon – Will be December 2, 2024 at Honu Park.

**OLD BUSINESS –**

- a. Member Town Hall Proposal – Deferred to December Meeting.
- b. Back-up Well Ad Hoc Committee – Board discussed the Ad Hoc committee will be meet with Joy Gann to discuss the back up well.

**Adjournment – 7:35 P.M.**



Lori Tetrault



Date