

# HAWAIIAN SHORES COMMUNITY ASSOCIATION MINUTES OF THE BOARD OF DIRECTORS MEETING OCTOBER 16, 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 6:00 P.M.

Directors present: Eileen O'Hara, Jeff Sargent, Jeffrey Kraybill, Mike Tompkins, Polly Quigley, Vladimir Vorobets and Kathy Klawitter. Also in attendance are Tim Manning, Maintenance Foreman, Barbara Barr, Accounting Associate, and Madonna Hoomanawanui, Office Assistant/Park Attendant.

Absent: Kathy Morgan and Lori Tetrault

Member present and on Zoom - Mike Moore and Tom Cumming.

## **ANNOUNCEMENTS – None**

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

- a. Mike Moore – Commented on the cost of maintaining the parks and raising the assessment fee.

## **APPROVAL OF MINUTES**

*Jeffrey Karybill moved to approve the September 18, 2024, Board of Directors meeting minutes. Kathy Klawitter seconded the motion. The motion passed unanimously.*

## **WRITTEN COMMUNICATIONS –**

- a. Mike Moore

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

## **REPORTS**

**Office Manager Report-** Barbara Barr reported the invoices will be sent out second week of November. The crew is doing CEU and water classes this week. The crew broke ground for the playground equipment. The Terminix contract has been canceled due to 4 no-call and no-shows. Attached is a new contract with Pacific Termite, which is billed quarterly. Tim has a quote from Allied for new excavator tracks, but S'mon found another manufacturer. The shipping cost was confirmed with McLaren, and was told shipping is \$400.00, and they would split the cost with us and only charge \$200.

*Polly Quigley moved to approve the Pacific Termite Contract. Jeffrey Kraybill seconded the motion. The motion passed unanimously.*

*Mike Tompkins moved to approve the Excavator tracks quote. Vladimir Vorobets seconded the motion. The motion passed unanimously.*

**Maintenance Foreman Report** – Tim Manning reported mowing to the sub is current, and the pool is doing well and will need to be emptied halfway and refilled soon due to the CYA levels; we are looking to do this in the winter when the pool isn't being used too much. The TC for the well was negative; on October 22, we will test again, and if it comes back negative for TC, we will be in the clear. The Safe Drinking Water Branch may require further testing. The new playground assembly has begun.

*Polly Quigley moved to approve the purchase of the bricks to contain sand for the new playground, not to exceed \$2,500. Kathy Klawitter seconded the motion. The motion passed unanimously.*

**Accounting Report:** Barbara Barr reported Assessments are still coming in this is due to property sales. We are also receiving early payments for the 2025 assessment. Water charges are normal. There were 6 Pavilion bookings in September. The annual assessments will be mailed out Mid-November. 7 property sales were recorded in September, and 30 properties are in escrow. 16 closed.

**Financial Report** – Jeffrey Kraybill reported Cash is \$200,755.50, Investments are \$770,499.88, Total Cash/Investment is \$971,255.38, and Long-term Liability is \$2.50 million. This will include the DWSRF Loan until it is forgiven. Assessment collection is 5% above budget for the year. Collections are 10% ahead of last year. Water is under budget by 3%, but payments are 12% above the previous year. The water deficit is correcting itself as we replace the broken water meters. New water service connections are up 38%. Escrow fees and infrastructure impact fees are 4% above budget and 25% above budget, respectively. Guest fees are at 9% under budget. Interest and Investment income are over budget. Total income is 6% above budget. Payroll is at budget. Repair & Maintenance expenses include the new mower, the playground, and the costs associated with the well pump repair. To date, we have transferred \$183,000 from the Edward Jones Emergency Reserve and \$30,000 from the Edward Jones Parks Reserve to reimburse the Operating Fund for the mower and well pump repair expenditures. We received an insurance check for \$57,000, which will be applied to the Emergency Fund next week. We will also be transferring \$30,000 from each of the Parks Reserve funds for the playground. The Parks Reserve accounts are with Merrill Lynch and Edward Jones. Total expense is 8% above budget and Net Income is at 4% below budget after adjustment for the reserve fund expenses.

**CEAC REPORT** – Kathy Klawitter reported that the Watercolor class, Trivia Night, Karaoke, and Bingo are doing well, and Game night is slow. Halloween dance is on October 26, 2024.

**DRC REPORT** – Jeffrey Kraybill reported Two Step One was approved for Lots 1179 and Lot 1185 on Manini St., and Two Step Two was approved for Lot 246 on Awa St. and Lot 1171 On Manini St.

## **NEW BUSINESS –**

- a. Confirm email vote for Bosch Hammer –

*Jeffrey Kraybill moved to approve the expenditure of \$1,831.41 for the Bosch Hammer email vote. Jeff Sargent seconded the motion. The motion passed unanimously.*

- b. CLA FY 2024 Audit Quote –

*Jeff Sargent moved to approve the CLA 2024 Audit Quote. Mike Tompkins seconded the motion. The motion passed unanimously.*

b. ADU's Bill 123 – Eileen went over.

## **OLD BUSINESS –**

a. FY2024 Budget – Barbara went over the budget.

*Jeffrey Kraybill moved to approve the FY2024 Budget. Mike Tompkins seconded the motion. The motion passed unanimously.*

b. Listening Period.

*Polly Quigley moved to reconsider the listening period. Jeff Sargent seconded the motion. The president did not call for a vote, instead asking Mike Tompkins to return with a plan to host a quarterly talk story session with members and to present the plan at the next board meeting.*

**Adjournment – 8:10 P.M.**



Lori Tetrault



Date