

**HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTIONS REGULAR MEETING
DECEMBER 15, 2012**

This regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at its recreational facilities. A quorum was established and the meeting was called to order at 10:15 am.

Directors present were Eileen O'Hara, President; David Johnson, Vice President; Kevin Wibberley, Treasurer; Caroline Weber, Secretary; Wally Patch, Royden Pilapil, Hiroshi Yanagihara, and Solveig Lamberg. Absent: Sanoë Ka'uhane.

ANNOUNCEMENTS:

- a) Rose Mundy resigned her part-time position as Clerical Assistant and Stephanie Carney was hired to fill her position.
- b) There was a computer glitch in the software in computing the 2013 annual assessments assigning an incorrect date of 2012 on the return portion of the bill.

OWNERS' COMMENTS:

- a) Ronald Newberry addressed the board on his concerns submitted in writing on Dec. 10, 2012. It was noted that his communication was received too late to be put on this meeting's agenda and will be on the Jan. 2013 agenda.
- b) Marge Selnicky commented regarding her concern about the lawn mowing on Kala Street and inquired what could be done about the maintenance problem. It will be referred to the maintenance foreman.
- c) Mike Turco inquired if the rat infestation on the property adjacent to his property could be addressed. He stated that approximately 50 rats had been disposed of last month. The staff explained that HSCA sent several letters to the prior owner and current deed holder as the property is in foreclosure. Staff noted that yard maintenance is conducted by a property management firm on a regular basis. State Dept. of Health is responsible for vector control.

COMMUNICATIONS:

- a) None received prior to the 1st Friday in the month.

MINUTES:

- a) November 17, 2012 – *David Johnson moved to accept the Minutes from the meeting on November 17, 2012. Wally Patch seconded. Vote in favor: Unanimous.*

REPORTS:

Office Manager's Report – 3 major tasks have been accomplished; the annual audit has been successfully completed and the accounting procedures were deemed to be in good order, a new Clerical Assistant has been hired, and the member assessment of \$310.00 for 2013 has been mailed in accordance with Article 10. The \$10.00 increase in the assessment represents an increase in the funding reserve for unanticipated expenses. In response to Toni Robert's inquiry about the status of abandoned property on Nehui Street, it was confirmed the property in question is in foreclosure. *David Johnson moved that a letter be sent to the Prosecutor's office and a copy to the Board of Realtors regarding the legalities of people occupying abandoned foreclosure properties in the subdivision. Wally Patch seconded. Vote in favor: Unanimous. Motion carried.*

Maintenance Foreman's Report – Mr. Kishimoto was absent and David Johnson read the report in his absence. 2.7 million gallons of water were pumped in the last month which is within the guidelines. Bacterial samples were negative. James did pass his DSOI certification. The water meter installation is on hold while pursuing quotes for needed plumbing materials. March 2013 has been set as the target date for the installation of the remaining meters. None of the maintenance workers who took the training passed the certification for pool operator, but they learned a lot about pool safety and maintenance. New signage being painted for the Honu Park is nearing completion. *Solveig Lamberg moved that Steve Kishimoto get a quote from Jeremy Neal to create "Oahu" sign for the pool building and re-do the "Hawaii" sign on the large pavilion making it larger and relocating it for better visibility. Seconded by David Johnson. Vote in favor: David Johnson, Wally Patch, Solveig Lamberg, Caroline Weber, Hiroshi Yanagihara, Royden Pilapil. Opposed: Kevin Wibberley. Motion carried.*

Committee Reports:

- a) Design Review - report given by Dick Mundy regarding plans being submitted and lot clearing communications with the committee. There is a problem with a plot plan submitted showing a "water tank" indicated on the plans which will have to be addressed. This indicated that a clarification was needed regarding the possibility that someone could opt out of the metered water system. It was further suggested that property easement information should be made available at the office.
- b) Facility Fees – 12/20/2012 at 5:15 was the date and time set for the first meeting. Committee members are: Toni Robert, Caroline Weber, Wally Patch, and Kevin Wibberley.
- c) Nominating Committee – several forms were submitted by the committee members for consideration. *David Johnson moved to adopt the BOD Candidate Nomination Form with corrections. Seconded by Kevin Wibberley. Discussion ensued. Vote in favor: Unanimous. Motion carried*

UNFINISHED BUSINESS:

- a) Cash Flow and Investment Policy – *Kevin Wibberley moved to defer until the next meeting. Seconded: Wally Patch. Vote in favor: Unanimous. Motion carried.*
- b) Online Payment Services – *Solveig Lamberg moved to defer until next meeting. Vote in favor: Unanimous. Motion carried.*
- c) Status on Contracts – USDA approved and the contract for the Preliminary Engineering and Environmental Report was signed by all three parties. The study will be used to apply for a USDA grant/loan combo when it is completed in 9 months. The DOH Wellhead Protection grant budget is under discussion and we may get a response soon. No current news on the cell tower contract as they continue to wrap up the environmental study.

NEW BUSINESS:

- a) Holiday Schedule – Office closure and employee time off. *Solveig Lamberg moved that the office be open ½ day on Dec. 24th and Dec. 31st and all employees will have this paid time off. Seconded by David Johnson. Vote in favor: Unanimous. Motion carried.*

ADJOURNMENT

Meeting adjourned at 11:40 am and the Board convened for Executive Session

Approved:



Caroline Weber, Secretary

Date: 1-12-2013