

**HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
JANUARY 12, 2013**

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 10:00 am.

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

Also in attendance: Kathy Marchese, Office Manager; Stephen Kishimoto, Maintenance Foreman, Denise Warner as Recording Secretary of the Minutes, and several other guests.

ANNOUNCEMENTS

- a) New Community Center Occupancy Permit granted
- b) Pahoa Roundabout meeting with DOT on January 16, 2013 at 6:00 pm

OWNERS' COMMENTS

- a) Ronald Newberry – questioned the Board's legitimacy in requiring transfer fees when the bylaws do not include such a regulation, and challenged the accounting procedures used to allocate funds from the annual assessments.
- b) Donetea Morai – asked for the Board to develop a plan to deal with squatters.

MINUTES

- a) December 15, 2012 Board Meeting – *David Johnson moved to accept the Minutes from the Meeting on December 15, 2012 as corrected. Wally Patch seconded. Vote in favor: Unanimous approval. Motion carried.*

COMMUNICATIONS

- a) December 12th letter from Ronald Newberry – In response to his claims, it was explained that the State allows for transfer fees, so the bylaws do not need to include a specific regulation, and the annual assessments are allocated to "undertake the purposes of the organization" which includes maintaining the assets owned, for which a capital improvement plan is developed, an emergency fund is created. It was also noted that the HSCA is overseen by corporate legal counsel and audited yearly.

- b) December 28th letter from Margaret Czernicki – In response to her letter requesting a schedule for grass cutting and bush trimming, Mr. Kishimoto explained that a schedule is maintained, but delays are experienced during the rainy season or when staff is occupied with other issues, such as the water line. The Board agreed that posting the schedule for informal purposes would be helpful.

REPORTS

Office Manager's Report – Kathy Marchese read the Office Manager's Report. Financial reports were also distributed to the Board.

Caroline Weber moved to defer review and approval of the financials presented by the Office Manager until the next meeting. David Johnson seconded. Vote in favor: Unanimous approval. Motion carried.

Maintenance Foreman's Report – The Maintenance Report was read by Mr. Kishimoto. Of note, the grass cutting schedule is vulnerable to weather and staff absences.

Committee Reports

- a) Design Review – The Minutes of December 13th, 2012 were reviewed by Mr. Munday.
b) Facility Fees – A draft form on Facility Use was distributed.

David Johnson moved to defer the discussion on the Facility Fees Committee meeting until the next Board meeting. Wally Patch seconded. Vote in favor: Unanimous approval. Motion carried.

UNFINISHED BUSINESS

- a) Insurance Update – Unexpected increases in the insurance bill for 2013 were noted.
b) Cell Tower – The environmental study has been completed.
DOH Wellhead Protection Grant – Progress and plans to date were reported.
c) Preliminary Engineering and Environmental Report Contract – Progress and plans to date were reported.
d) Cash Flow and Investment Policy – Progress and plans to date were reported.
e) Online payment services – Still ongoing.

NEW BUSINESS

- a) Blessing and Open House at New Community Center – The blessing and Board meeting will take place on February 9th 2013 followed by an open house.

Caroline Weber moved that the arrangements of the blessing of the Community Center be referred to the Facility Fee Committee. Wally Patch seconded. Vote in favor: Unanimous approval. Motion carried.

- b) Recorder services for board meetings – Still ongoing.

ADJOURNMENT

Meeting adjourned at 11:40 am and the Board convened for executive session.

Approved:



Carline Weber, Secretary

Date: 2/5/2013