

HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
MARCH 9, 2013

This regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at its Community Center. A quorum was established and the meeting was called to order at 10:13 am.

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

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

ANNOUNCEMENTS

- a) Board Member, Wally Patch – Mr. Patch will be on an extended absence due to illness.
- b) Annual Membership Mtg on April 20, 2013

OWNERS' COMMENTS

None

MINUTES

- a) February 9, 2013 Board Meeting – *Caroline Weber moved to accept the Minutes from the Meeting on February 9, 2013. David Johnson seconded. Vote in favor: Unanimous approval. Royden Pilapil abstained. Motion carried.*
- b) February 21, 2013 Special Meeting – *David Johnson moved to accept the Minutes of February 21, 2013 for the Special Meeting of the Board. Solveig Lamberg seconded. Vote in favor: David Johnson, Hiroshi Yanagihara, Kevin Wibberley, Caroline Weber, Solveig Lamberg. Opposed: Royden Pilapil. Motion carried.*

COMMUNICATIONS

- a) Request from Keonopoko Elementary for Fun Day – In response to the request for a fun day at the Honu Park facilities, the following motion was adopted:

Solveig Lamberg moved that Keonopoko Elementary be allowed to have their fun day on April 5th at the Honu Park under the terms and conditions used last year. David Johnson seconded. Vote in favor: Unanimous approval. Motion carried.

- b) Request from Alana Hindle, Recreations Director for Hawaiian Beaches Park for use of the marquee to advertise a Easter Egg Hunt – The President was directed to contact Ms. Hindle to post a sign rather than use the marquee.
- c) Emails and communication received from Sandy Richter and K.N.O.W. - The Board reviewed recent written and oral communications. The approved motion was reviewed to pay \$30/sign for every new block captain in HSCA that is signed on.

David Johnson moved to honor the commitment for \$30 per sign for three signs and to consider any additional request on an ongoing basis. Kevin Wibberley seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

REPORTS

Office Manager's Report – Kathy Marchese's Office Manager's Report was read by the Secretary. Of note, 78% of the 2013 annual assessment billing has been collected.

Total Merchant Concepts, Inc. was recommended for online credit card payments. After review, the following motion was adopted:

Caroline Weber moved to accept the credit card billing concept and go with the recommendation of Total Merchants Concepts, Inc. since they have a proven track record with another home association; and the recommendation is to be implemented within 90 days. David Johnson seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

Financial reports for the first quarter were also distributed to the Board.

Maintenance Foreman's Report – The Maintenance Report was read by Mr. Kishimoto. Of note, 326 water meters have been installed. Due to the problems which were encountered with the main waterline at the mid section of the subdivision, Mr. Kishimoto recommended the purchase of a fire hydrant backflow preventer and other materials so that water pressure can be used to remove red cinders which cushion the waterline, with the purpose of inspecting the 8" ductile pipe to see if there is any root intrusion at the bell joints. Two quotes were included from Ferguson Enterprises Inc. and Central Supply Inc.

David Johnson moved to purchase the hydrant backflow preventer and all other materials from Ferguson Enterprises Inc. (per quote) which are needed to investigate the main waterline. Kevin Wibberley seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

Additionally, Mr. Kishimoto updated the Board on the sample testings currently underway for Phase II and Phase V, nitrate, THM and HAA.

Committee Reports

- a) Design Review – David Johnson reported on the one current submission. The next meeting takes place on the third Thursday of March.

- b) Facility Use Fees – The Board reviewed a draft form on Facility Use, a form entitled “Waiver, Assumption of Risk and Agreement to Hold Harmless”, as well as a form on Rules and Regulations. The fee for HSCA members for an all day event (9:00 am – 10:00 pm) is \$125.00 and for non members \$185.00. Hourly fees for HSCA members are \$25.00 – 1st hr. and \$15.00/hr for up to five hours. Non members are charged \$35.00 - 1st hour and \$25.00/hr for up to five hours. After review, the following motion was considered:

Kevin Wibberley moved to accept the Facility Use Form, the Rules and Regulations, and the Waiver presented on March 9, 2013 to be effective immediately. David Johnson seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

UNFINISHED BUSINESS

- a) Bids for follow-up work at the Community Center – Kevin Wibberley reported that a potential problem may arise from rain which collects on the roof and drains onto the concrete. The water will eventually eat away at the concrete and will also run onto the driveway. He reported on a bid for \$1900 to put up a gutter, dig a dry well and fill it with rocks and cover it with a net to stop a line from forming in the concrete from dripping water.

Caroline Weber moved to install a gutter on the mauka side of the Community Center once Kevin Wibberley supplies the Board with three quotes. David Johnson seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

- b) Preliminary Engineering and Environmental Report Contract – Progress and plans to date were reported.
- c) Cash Flow and Investment Policy – *Caroline Weber moved to table the discussion on Cash Flow and Investment Policy. Solveig Lamberg seconded. Vote in favor: Unanimous approval. Motion carried.*
- d) Recorder Services – The Board considered setting up a committee to interview the applicants.

Kevin Wibberley moved set up a committee comprised of Solveig Lamberg, Caroline Weber and Denise Warner to interview the applicants for the Recording Secretary position. Solveig Lamberg seconded. Vote in favor: Unanimous approval. Motion carried.

NEW BUSINESS

- a) Appointments to Election Committee & other Protocols for Annual Election – Of note, the League of Women Voters have agreed to count ballots for the election. Due to a requirement of the Bylaws, another Board member is required to be on the Election Committee.

Kevin Wibberley moved to appoint Solveig Lamberg to the Election Committee. David Johnson seconded. Vote in favor: Unanimous approval. Solveig Lamberg recused herself from the vote. Motion carried.

Items for inclusion in the Annual Membership Meeting packet were reviewed, such as the ballot, the Newsletter and Transmittal Letter/Agenda and draft Treasurer's Report for fiscal year 2011-2012.

Caroline Weber moved to approve all the materials for the Annual Membership Meeting packet. Solveig Lamberg seconded. Vote in favor: Unanimous approval. Motion carried.

- b) Request to have Bingo at the Community Center – The Board reviewed the request for a BINGO (18 and older) and Lunch event on March 20, 2013 from 11:00 pm to 1:00 pm. Cost will be \$5/lunch and one card for all games. Extra cards will cost \$.50 each.

Also requested are a BINGO kit and 75 additional slideable cards for a total of \$282.00. Also requested will be \$50 for small prizes. A budget of \$100 is requested for lunch and \$50 for prizes and a white board to announce BINGO numbers. Some consideration was given to using half the funds for an electronic board or for donation to different charities. The Board also reviewed designating a special rate fee should it become a recurring BINGO event. The event will be announced on the Marquee.

Kevin Wibberley moved to allocate \$500 for the start up of the BINGO (18 and older) event for the purchase of equipment, prizes and lunch on March 20th 2013. Caroline Weber seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

The Board agreed to consult with legal counsel to deal with any liability or legal concerns.

ADJOURNMENT

Meeting adjourned at 12:40 pm.

Approved:



Caroline Weber, Secretary

Date:

4/13/2013