

HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
April 13, 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, and Hiroshi Yanagihara. Absent: Royden Pilapil, Sanoë Ka'uhane and Wally Patch.

Also in attendance: Kathy Marchese, Office Manager; Stephen Kishimoto, Maintenance Foreman; Kevin Baughman, Representative of RCAC, Natalie Beam as Recording Secretary of the Minutes, and several other guests.

Special Business – Eileen O'Hara reported the candidate chosen as Recording Secretary is Natalie Beam.

Solveig Lamberg moved to accept Natalie Beam as recording secretary and provide a complimentary guest membership for her and immediate family to use HSCA facility. David Johnson seconded. Vote in favor: Unanimous approval. Motion carried.

ANNOUNCEMENTS

- a) Member, Wally Patch – Mr. Patch's condition is well. He is hopeful surgery on knee will be April 24th. See Eileen for his contact information.
- b) Bingo on April 17th – Bingo will be 11:00 to 1:00 with lunch. A sign will be placed on the fence.
- c) Cell Tower Special Use Permit – May 2nd Windward Planning Commission – Eileen O'Hara explained this is a formality. HSCA is to explain to the Commission their process and due diligence in all of the steps taken for permit.

OWNERS' COMMENTS

None

MINUTES

- a) March 9, 2013 Board Meeting – David Johnson moved to accept the Minutes from the Meeting on March 9, 2013. Caroline Weber seconded. Vote in favor: Unanimous approval. Motion carried.

COMMUNICATIONS

None

REPORTS

Office Manager's Report – The Office Manager's Report was read by Kathy Marchese. Of note, the implementation of the online credit card payments requires a "convenience fee".

Caroline Weber moved to set an added fee to member's billing when using online credit card payments. Kevin Wibberley seconded. Discussion ensued. Solveig Lamberg moved to table this till after research is done. David Johnson seconded. Vote in favor: Unanimous approval. Motion carried.

Solveig Lamberg moved to have Kathy investigate the structure of the convenience fee on the website. David Johnson seconded. Vote in favor: Unanimous approval. Motion carried.

Additionally, Ms. Marchese updated the Board that a training date has been set for Sensus Software.

Kevin Wibberley motioned to close the office a full day on May 7th for training. Solveig Lamberg seconded. Discussion ensued regarding public notice. Vote in favor: Unanimous approval. Motion carried.

Maintenance Foreman's Report – The Maintenance Report was read by Mr. Kishimoto. Of note, an additional 44 water meters have been installed. This is a total of 370 installed water meters. Due to the continuous issues with leaks and water pressure Mr. Kishimoto recommended new valves are purchased so they are available while testing. This will allow the testing procedures to advance faster.

Caroline Weber moved to allocate \$20,000 to be used to buy emergency parts (valves) and to cover the placement/installation of parts. Solveig Lamberg seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

Another motion was proposed regarding the water leaks and backflow by Kevin Wibberley to send out a special postcard to residents for this week. Caroline Weber seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

Also of note, the meeting with Engineering Partners, the company that will undertake the Preliminary Engineering report on the water system, is scheduled April 16th not 15th as in report. The nitrate test, due this year, is delayed due to the Department of Health's equipment being down.

Committee Reports

a) Design Review – Richard Munday reported on the February and March meetings. The written report will be submitted Tuesday, April 16, 2013. Of note there are six submissions addressed in report.

Also of note, Solveig Lamberg reported trees next to her property have recently been cut but not removed. Eileen O'Hara reminded Board the CC&R's clearly state a two day notice with a maintenance plan submitted to the Board is required for hand clearing of lots.

Additionally, Eileen O'Hara reported there are 4 lots not part of any of the subdivisions and HSCA has historically supplied the water to two of them. Owners are starting to build on one of the two remaining undeveloped lots and will want HSCA water. The size of the current line extension from the Ocean Park valve must be assessed as to its ability to deliver sufficient volume to these 4 lots upon build-out.

ONGOING BUSINESS

a) Community Center

- Kevin Wibberley reported gutters are installed. The cost was approximately \$400. The dry well will be done for approximately \$1500.
- Mr. Wibberley also recommended HSCA purchase 21 tables at 6 feet each, along with a rack from Costco.

Caroline Weber moved to purchase the tables for \$1650 plus shipping for 21 tables, 6 feet size with rack as long as total, including shipping, is under \$2000. David Johnson seconded. Discussion ensued, specifically to choose a dark color. Vote in favor: Unanimous approval. Motion carried.

- The Bingo Club would like to meet regularly and are requesting the board to approve a discount price for use for Community Center. Eileen O'Hara reported clarification from attorney regarding the legalities of gambling. Hawaii does allow social gambling. Notification must be placed on handouts/flyers stating, "No purchase is necessary to participate".

Eileen O'Hara moved to reduce the fee to \$30 for Bingo Club long term use. David Johnson seconded. Discussion ensued. Vote in favor: none. Vote opposed: Unanimous. Motion disposed.

b) Preliminary Engineering and Environmental Report Contract – Eileen O'Hara reported there will be a kick off meeting as discussed earlier.

c) Investment Policy – Eileen O'Hara handed out recommendations demonstrating the opening of two new accounts. She also provided background history and research on what laws apply.

David Johnson moved to recommend Kevin Wibberley, Treasurer, and President Eileen O'Hara makes the final decisions. Hiroshi Yanagihara seconded. No discussion. Vote in favor: Unanimous approval. Motion carried.

NEW BUSINESS

a) Letter of Engagement from Carbonaro for FY 2012-2013 – The Board reviewed the engagement letter.

Kevin Wibberley moved to accept the proposal. David Johnson seconded. No discussion. Vote in favor: Unanimous approval. Motion carried.

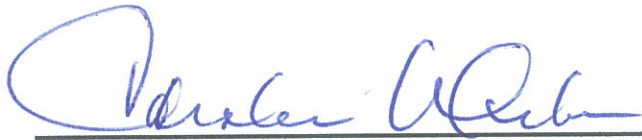
b) Election Observers – Eileen O’Hara will ask League of Women Voters to set up in the little room off the main hall. Of note, there is no door for room.

Solveig Lamberg moved to have a door installed. David Johnson seconded. No discussion. Vote in favor: 4, Opposed: one. Motion carried.

ADJOURNMENT

Meeting adjourned at 12:23 pm.

APPROVED:



Caroline Weber, Secretary



Date