

**HAWAIIAN SHORES COMMUNITY ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**  
**August 10, 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 10:08 AM.

Directors present were: Eileen O'Hara, President; David Johnson, Vice-President; Caroline Weber, Secretary; Kevin Wibberley, Treasurer; Hiroshi Yanagihara, Tom Cumming, and Arnold Gregory.

Absent: Solveig Lamberg

Also in attendance: Kathy Marchese, Office Manager; Stephen Kishimoto, Maintenance Foreman; and Dick Munday, Chair Design Review Committee.

**ANNOUNCEMENTS**

- 1) Bingo Club is every 3<sup>rd</sup> Wednesday at 11:00 AM – 1:00 PM
- 2) James Weatherford has grass-fed beef for sale; no GMO, beef in 5 lb. bags for \$20.00 ea. between 12:00 PM – 4:00 PM from his farm on Hwy 130.
- 3) HSCA BOD member David Johnson tendered his letter of resignation from the BOD, effective immediately
- 4) President announced that the Board of Directors now has two vacancies.

**MEMBERS' COMMENTS**

*Comments recorded in the Minutes are presented as a summary only, not a word-for word transcript.*

- 1) Kathleen Butler suggested that HSCA request sealed bids for the repair of the tennis courts to be opened in the presence of the members.

**MINUTES**

July 13, 2013 Regular Board of Directors Meeting – Motion: Kevin Wibberley moved to accept the Minutes from Board Meeting, July 13, 2013. Arnold Gregory seconded. Vote in favor: Unanimous Motion carried.

**COMMUNICATIONS**

Grant Cooper - July 13, 2013 and July 30, 2013 letters – These letters regarding the tennis courts were referred to ongoing business.

Vicki Vierra of Puna Pono Alliance letter requesting HSCA support by endorsing the deferment of the new geothermal development until a comprehensive study has been completed. Motion: Tom Cumming moved that HSCA Board of Directors send the requested letter. Seconded: Hiroshi Yanagihara. Discussion ensued regarding the nature of the request and whether the Board should be sending an endorsement on behalf of the HSCA members without member input. Vote in favor: 0 Opposed: Caroline Weber, Hiroshi Yanagihara. Abstain: Kevin Wibberley, Tom Cumming, and Arnold Gregory. Motion defeated.

**REPORTS**

Office Manager's Monthly Report – Kathy Marchese read the Office Manager's Report which included an accounting of fees collected for the use of the facilities totaling \$755.00 in less than a month with better enforcement of member guest fees at Honu Facility and rents from the Community Center. Discussion ensued regarding follow up on member communication from July 12, 2013 and it was reported that the responses had gone to all those that required a response with the exception of Donald Wiklund. Kathy stated she needed assistance with the wording which Kevin Wibberley volunteered to supply. The BOD was requested to review policy for signage posted on the fence to advertise temporary events or classes being held at Community Center. Motion: Caroline Weber moved that Thomas Katz be allowed to put up a banner advertising the Self-

*Defense classes on the fence at the Community Center for 30 days. Seconded: Tom Cumming Vote in favor: Caroline Weber, Tom Cumming, Arnold Gregory, and Hiroshi Yanagihara Opposed: Kevin Wibberley Motion carried*

**Maintenance Foreman's Report** -- The Maintenance Report was read by Stephen Kishimoto. It was noted road signs need to be ordered. It was reported repairs need to be made to the shower drain in the women's bathroom at the Honu facility and the pool shack awning needs to be repaired or replaced. The BOD directed Mr. Kishimoto to get bids on the repair of the drain and put together an order for the road signs. Kevin Wibberley volunteered to look at the pool shack and determine what is needed.

**Design Review Committee** -- Dick Munday gave a status report covering all action items from the previous Board meeting. The DRC submitted a revised Notice of Non-Compliance for approval. Eileen O'Hara recommended modifications to the submittal. *Motion: Arnold Gregory moved to accept the revision of the Notice of Non-Compliance as presented by the President. Seconded: Tom Cumming.* Discussion: Insert the word "may" in the last paragraph to allow consideration of special circumstances on a case by case basis. *Vote in favor: Unanimous Motion carried*

Eileen O'Hara asked and Tom Cumming agreed to be on the DRC to replace the resigned director. *Motion: Kevin Wibberley moved that Tom Cumming be appointed to DRC. Seconded: Hiroshi Yanagihara Vote in favor: Unanimous Motion carried*

**Civil Defense CERT Report** – Georgette Bell and Caroline Weber reported on the Puna Regional Emergency Preparedness Fair scheduled for August 31, 2013 at Keauu High School from 9:00 AM – 3:00 PM. The fair will have exhibits and demonstrations relating to all aspects of community preparedness in case of an emergency. They stressed that it will be up to individual communities to be prepared to take care of themselves in the event of a disaster. Civil Defense would like to make a presentation to the HSCA members and the BOD suggested they present at the annual membership meeting. There was further discussion on the possibility of the HSCA Community Center functioning as a shelter in an emergency.

#### **ONGONG BUSINESS**

**Survey regarding pool ADA modification through a special assessment** – new language for the survey was presented by Tom Cumming for the Internet based survey to assess members support for making the pool ADA compliant and whether members approve a special assessment to pay for modifications. *Motion: Kevin Wibberley moved that we accept and conduct the survey as presented. Seconded: Arnold Gregory. Vote in favor: Unanimous Motion carried.*

**Tennis Court Status** - After inspecting the tennis courts, it was determined that they are usable as is. *Motion: Tom Cumming moved that members could continue to use the courts if they signed a waiver. Seconded: Kevin Wibberley* Discussion ensued with regards to paying more attention to the inspection and maintenance of the courts including power washing as needed. *Vote in favor: Unanimous*

**Cell Tower** – Select color for the paint. *Motion: Tom Cumming moved to accept the graduated color scheme of Mossy Green > Garden Spot > Herbal Mist. Seconded: Hiroshi Yanagihara*  
*Vote in favor: Unanimous Motion carried.*

**Wellhead Protection Grant** – Bids are being solicited for the security fencing and spill containment equipment. The survey was completed on the 3 properties that comprise HSCA's area of the well's capture zone.

**Preliminary Engineering & Environmental Report** – We are getting close to the review process. Eileen O'Hara updated the board on initial projections for the size of the new water tank which is higher than anticipated and is seeking additional advice from RCAC field outreach personnel and DOH SDWB engineers

**K.N.O.W. Request** – This written request for a fee reduction for the use of the Community Center for a Gift and Craft Fair on November 2, 2013 was submitted on July 13, 2013. *Motion: Eileen O’Hara moved to reduce the fee to \$75.00. Seconded: Tom Cumming Vote in favor: Unanimous Motion carried.*

**Street signs, Road work and repairing** – Tom Cumming and Kevin Wibberley did preliminary research on the materials and equipment needed to fill and seal the cracks on the roadways. The crack sealer material cost \$60 per 250 feet. The equipment cost researched online was \$900 with a shipping cost of \$200.00. This machine runs on propane. Kevin suggested we should do some more research. *Motion: Tom Cumming moved that we defer this to the next meeting. Seconded: Arnold Gregory Vote in favor: Unanimous Motion carried.*

A sign inventory for everything we have and a price quote and purchase order for items that need to be purchased which would include painting the speed limit on street, will be submitted by the Maintenance Foreman.

**NEW BUSINESS**

**Xerox Lease Agreement** - The new lease proposal was reviewed. *Motion: Tom Cumming moved to accept the new lease. Seconded: Arnold Gregory Vote in favor: Unanimous Motion carried.*

**Water Billing Model** - The meter reading and Quick Water system is moving forward with Kathy Marchese planning practice billing runs and working out the kinks. We will have a Quick Water sample billing for the next meeting to compare with current billing which is not based on usage.

**Albizia Control Project** – Kamehameha Schools is willing to grant HSCA “Right of Entry” for portions of TMK Nos. 315-009-006, -007, and -017, Kahuwai, Puna, Hawaii for the purpose of eradicating Albizia trees that pose a threat to the HSCA water system. It will be HSCA’s responsibility to maintain general liability insurance with respect to said premises in the amount of \$1,000,000 per occurrence; \$1,000,000 aggregate limit and name: (1) Trustees of the Estate of Bernice Pauahi dba Kamehameha Schools and (2) Neal Nakamoto dba Double N Ranch, LLC as additional insured. A certificate of liability insurance must be provided upon execution of the Right of Entry Agreement. *Motion: Tom Cumming moved to execute the Right of Entry Agreement which encompasses property 60ft in from the boundary.*

*Seconded: Arnold Gregory. Discussion ensued regarding recruiting volunteers to ring the trees and whether additional liability insurance would be needed to cover the volunteers.*

*Vote in favor: Unanimous*

**ADJOURNMENT**

The meeting was adjourned at 12:15 p.m.

APPROVED:



Caroline Weber, Secretary

9/14/13

Date