

**HAWAIIAN SHORES COMMUNITY ASSOCIATION**  
**APPROVED MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**  
**December 14, 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 10:15 AM.

Directors present were: Eileen O'Hara, President; Hiroshi Yanagihara, Vice President; Kevin Wibberley, Treasurer; Caroline Weber, Secretary; Solveig Lamberg, Steve Bailey, Arnold Gregory. Absent: Tom Cumming.

Also in attendance: Mary Anne De Mey, Accounting Associate; Natalie Beam, Recording Secretary; and several other members.

**ANNOUNCEMENTS**

- Bingo every 3<sup>rd</sup> Wednesday from 11:00 Am - 1:00 Pm offered by 3<sup>rd</sup> party Bingo Club
- HSCA BOD vacancy
- Board of Directors Regular Meeting date for January 2014 is changed to the following Saturday, January 18<sup>th</sup>: There were no objections. Change will be added to website calendar.

**MEMBERS' COMMENTS**

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

Dick Munday publicly thanked Mary Anne De Mey and the office associates for assisting in a timely notification regarding the water shut off due to the new fire hydrant installation at Hawaiian Beaches.

Sonny Dukes shared concerns regarding the water meters monthly rate and the flat rate.

Tom Cumming, Board of Director member, arrived to meeting.

**MINUTES**

November 16, 2013, Regular Board of Directors Meeting: Arnold Gregory moved to accept the minutes from November 16, 2013, Board of Directors Regular Meeting. Discussion addressed corrections to be made. Tom Cumming seconded the motion including the corrections. Vote in Favor: Hiroshi Yanagihara, Caroline Weber, Solveig Lamberg, Steve Bailey, Arnold Gregory, Tom Cumming. Abstain: Kevin Wibberley. Motion Carried.

**COMMUNICATIONS**

December 4, 2013, owner Jack Nazi – A letter will be sent to Mr. Nazi from the HSCA office clarifying "Common Areas". The letter will also address the water turn off procedures.

**REPORTS**

Accounting Associate – Mary Anne De Mey read the highlights of the report. Of note, complaints regarding feral pigs and Albizia trees continue to be high.

Water Operations Specialist – Mary Anne DeMey reported the report is comprehensive. Of note, due to the incident the office and facility will be inspected by a Risk Management Officer on Friday, December 20<sup>th</sup>.

Design Review Committee – Tom Cumming reported from the December 11, 2013 meeting.

Of note, three plans were submitted; two were approved and one needs amendments/changes.

**ACTION ITEMS:**

Arnold Gregory moved to allow the Accounting Associate and the Operations Support Associate to make

financial decisions approving work for outside contractual jobs \$1000 or less. Discussion ensued. Caroline Weber seconded with the additional language being added, "the total project cost show at least three quotes which can include a verbal quote". Steve Bailey seconded the addendum. Vote in favor of addendum: Unanimous approval. Vote in Favor of Motion: Unanimous approval. Motion carried.

Tom Cumming moved to approve the purchase of the laptop from CDW. Steve Bailey seconded. No Discussion. Vote in Favor: Unanimous approval. Motion carried.

Tom Cumming moved to approve the Facility Request for January 12<sup>th</sup> to allow music be played at the Community Center. Hiroshi Yanagihara seconded. No Discussion. Vote in Favor: Unanimous approval. Motion carried.

Solveig Lamberg requested permission to leave meeting at this time.

Eileen O'Hara moved to allow the DRC the use of the HSCA letterhead when responding to routine business. Discussion ensued to have a copy kept in the office. Arnold Gregory seconded the motion with the addition of keeping a copy in the office. Vote in Favor: Unanimous approval. Motion carried. Of note, the DRC meeting schedule is the 3<sup>rd</sup> Thursday of the month.

#### **ONGOING BUSINESS**

Wellhead Protection Grant – Survey and fencing is complete. Additional containment has been ordered. Public education will be included in the annual mailer. Laptop, projector and screen need to be purchased.

Preliminary Engineering & Environmental Report – The report is in the final draft stages.

Cell Tower status - Approval of permit anticipated by mid-January.

Road Repair Master Plan – Drafts will be available by next meeting.

Albizia Control project – Tabled till January meeting.

Water Rules revision – Will be included in the annual packet and a comparison of HSCA charges with county water rates will be available at the annual member meeting.

Office equipment/server issues – Service Geek will be installing a new server for the office.

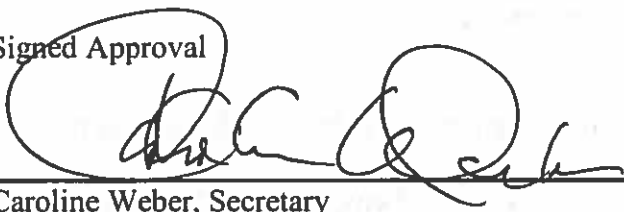
Digitization original HSCA plans and documents – tabled

#### **NEW BUSINESS**

Preparation for Annual Meeting – Kevin Wibberley is charged with submitting the revised By-Laws to the attorney for review. The mailing will be ready for early March 2014. Due dates for Board of Directors nominees will be placed on the marquee.

Meeting Adjourned: 11:40 AM

Signed Approval



Caroline Weber, Secretary

1/18/2013  
DATE