

**HAWAIIAN SHORES COMMUNITY ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
APRIL 18, 2018**

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at its Community Center. A quorum was established. Roger Guenette presided. The meeting was called to order at 6:00 pm.

**Directors present:** Roger Guenette, President, Kathryn Kuhlman, Vice-President; Tom Cumming, Secretary; Genevieve Armanini, Caroline Weber, Dennis Wood. **Absent:** Rex Riley, Lance Decker, Treasurer. **Also, in attendance:** Steve Bailey, Project Manager; Sara Tokura-Ellsworth, General Manager; Barbara Barr, Accounting Associate and HSCA Members.

**ANNOUNCEMENTS**

Annual Membership Meeting Saturday, April 21, 2018: Voting from 8:30 am – 9:30 am. Meeting at 9:00 am.

**MINUTES**

March 21, 2018 Meeting of the Board of Directors –

*Caroline Weber moved to accept the Minutes. Mike Dolson seconded. Tom Cumming and Roger Guenette abstained. Motion passed with unanimous approval.*

**COMMUNICATIONS**

Request from Keonepoko School for Use of Community Center Parking Lot and Honu Park for Reward Day in May – They offered to pay \$1/student and provide a licensed life guard.

*Tom Cumming moved to accept the use of Community Center Parking Lot and Honu Park. Genevieve Armanini seconded. Motion passed by unanimous approval.*

Request to Waive the Fee for the Community Center for May 5<sup>th</sup> “Self-Discovery through Art”

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*Roger Guenette moved to approve use of the Community Center at no charge provided the seminar is offered without charge to attendees. Kathryn Kuhlman seconded. Motion passed by unanimous approval.*

Letter and Resume of Craig Hart for Board Member Position – Tabled until after the Annual Membership Meeting on Saturday, April 21, 2018.

**REPORTS**

Project Manager – Steve Bailey reported. HSCA crews will relocate the chemical shack and remove/alter the roof cover for the booster pump system in compliance with the plat drawing. The site plat drawing has been reviewed by the planning department but the permit itself may not be issued until June or July, thus requiring a project time extension.

The well site generator has been ordered and should be delivered in July. We have begun preliminary work on the required permit drawings for the generator concrete base and electrical details has started.

USDA Road Paving Project

TG Title has completed all but one of the preliminary title reports. As soon as they are done, documents will be submitted to the Office of the General Council. We are hopeful that a closing date for the Road Project will be set within the next two months.

General Manager and Maintenance Foreman – Sara Tokura-Ellsworth reported. Enforcement Review Committee tab has been added to the website. It provides links to the CC&Rs, as well as the Fining Procedures & Schedule.

Genny, Dennis and Barbara will be joining League of Women Voters Friday, April 20th to oversee the ballot counting.

In a recent meeting with Community Police Officer Waipa, several community concerns were addressed, such as nuisance chickens (some of which have been removed).

First Aid/CPR training for staff will be scheduled through Island CPR for \$80/person.

Maintenance – Work needs to be done on Honu Park (office building, pavilions) – we will need to purchase scaffolding to do roof washing and repair or gather quotes for repair and pressure washing. The Board agreed through general consent to gather some quotes.

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We would also like to purchase an additional pig trap to set up at the water yard and/or community center.

DRC Committee – Tom Cumming. No new plans.

Community Events and Activity Committee (CEAC) – Caroline Weber reported. An additional \$100 was requested from petty cash for yoga equipment. The Board agreed by general consent.

ERC Report – Kathryn Kuhlman. No new report.

**ONGOING BUSINESS**

Resurfacing Community Center floors – April 18th – Noted.

**NEW BUSINESS**

Will Kill Contracts - Renewal/Extension – The Board agreed by general consent that the crew will take over the spraying of the grounds, whereas Will Kill will continue to spray the buildings as stated in their contract.

*Kathryn Kuhlman moved to accept the renewal contract for the chemical spraying of the facilities. Caroline Weber seconded. Motion passed by unanimous approval.*

Approval of FY2017 Draft Audit – Barbara Barr, Accounting Associate reported. Final audit price is approximately \$7500.

*Kathryn Kuhlman moved to accept the contract for the 2017 audit. Caroline Weber seconded. Motion passed unanimously.*

**ADJOURNMENT**

The meeting was adjourned at 6:29 p.m.

**Respectfully Submitted and Approved,**

  
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Tom Cumming, Secretary

5-16-18  
\_\_\_\_\_  
Date