

**HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING
FEBRUARY 20, 2019**

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

Directors present: Roger Guenette, President; Kathryn Kuhlman, Vice-President; Tom Cumming, Secretary; Lance Decker, Treasurer; Dennis Wood, Craig Hart, Genevieve Armanini, Rex Riley (arrived late). Absent: Caroline Weber. Also, in attendance: Barbara Barr, Accounting Associate and Tim Manning, Maintenance Foreman

ANNOUNCEMENTS

The Good Neighbor this month is Dick Munday.

MINUTES

January 16, 2019 Meeting of the Board of Directors

Kathryn Kuhlman moved to accept the Minutes. Tom Cumming seconded. Motion passed with unanimous approval.

COMMUNICATIONS

Carey Yost– Thank you received for allowing Pahoia residents to have the water aerobics class.

REPORTS

General Manager Report – Barbara Barr reported. Of note, four three-year Board nominations and one two-year period nominations were received. The audit is complete. A new community police officer for HSRE will speak at the Annual Meeting. The meeting ballot mailout will take place the first week of March.

Project Manager Report – Roger Guenette reported. The transfer switch previously approved with a budget of up to \$7,000 is no longer sufficient for our needs.

A larger 400 A transfer switch from Gexpro costs \$10,901.10. The Board agreed to ask Steve Bailey for additional quotes. After discussion, the following motion passed:

Tom Cumming moved to approve the transfer switch for a cost not to exceed \$11,000.00. Lance Decker seconded. Motion passed by unanimous approval.

State Hwy 132 task force is on hold. The bill funding the \$15M has been pulled and transferred to the Capital Improvement Budget.

Road Paving Project – The closing is scheduled for Friday.

Financial Report – Lance Decker reported. No action items.

DRC Committee Report – Tom Cumming noted there were four plans approved this month. The Board discussed the need for more qualified committee members to take care of the workload.

Community Events and Activity Committee (CEAC) Report – No report.

ERC Report– Kathryn Kuhlman reported that the committee met on January 24, 2019 to discuss violations such as burnt structures, abandoned vehicles, accumulated trash and overgrown trees. The next meeting is March 14, 2019.

CERT Report – An application has been submitted to FEMA to have a local CERT team. The name chosen is Kahakai CERT Team.

ONGOING BUSINESS

Puna Road Solutions - Hwy 132 access – As mentioned previously, the project is on hold.

Review and Approval of Employee Handbook, SOP Manual and Arbitration Policy

Genevieve Armanini reported. Previously Altres had approved the manual. Any revisions are minor. After review, the Board agreed to add an arbitration policy.

Craig Hart moved to accept the Handbook and Arbitration Policy. Kathryn Kuhlman seconded. Motion passed by unanimous approval.

2019 Truck Purchase

Lance Decker reported. The Chevy Silverado 2500 6 1/2' bed truck for approx. \$45,000 was the vehicle chosen and will arrive in a month.

NEW BUSINESS

Annual Membership Meeting Date and Materials

Materials were reviewed. The Board agreed to set the date at April 20, 2019.

Kathryn Kuhlman moved to set April 20, 2019 as the Annual Membership Meeting. Genevieve Armanini seconded. Motion passed by unanimous approval.

League of Women Voters

The Board agreed to continue using the League of Women Voters to count the ballots.

Job Description Review

The job description for Water System and Maintenance Supervisor was reviewed and accepted.

Kathryn Kuhlman moved to accept the job description for Water System and Maintenance Supervisor. Lance Decker seconded. Motion passed by unanimous approval.

GMC Canyon

Lance Decker reported. The truck will be sold as is.

Approval of FY 2018 Audit

After review, the following motion was passed:

Minutes of the HSCA Board of Directors Regular Meeting, February 20, 2019

Craig Hart moved to accept the FY 2018 Audit. Dennis Wood seconded. Motion passed by unanimous approval.

ADJOURNMENT

Adjournment at 6:45 pm



Tom Cumming, Secretary

3-20-19

Date