

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

CALL TO ORDER AT 6:00 P.M.

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the HSCA Community Center. Roger Guenette, President presided.

QUORUM

A quorum was established.

Directors present: Kathryn Kuhlman, Vice-President; Genevieve Armanini, Treasurer; Eileen O'Hara, Secretary; Dennis Horsfall, Suzan Thompson-Forrest, Craig Hart, Dennis Wood. Rex Riley was excused for a medical situation.

Also in attendance: Kendra Tidwell, General Manager; Steve Bailey, Project Manager; Barbara Barr, Accounting Associate.

ANNOUNCEMENTS

COMMENTS ON AGENDA BY HSCA MEMBERS

MINUTES

September 18, 2019 Meeting of the Board of Directors

Eileen O'Hara moved to accept the Minutes. Genevieve Armanini seconded. Kathryn Kuhlman requested a revision of the wording of the New Business: Papio Park Improvement Proposal motion, and the motion passed with unanimous approval.

October 16, 2019 Meeting of the Board of Directors

Kathryn Kuhlman moved to accept the Minutes. Eileen O'Hara seconded. Genevieve Armanini requested to correct a numerical typo within the Financial Report and the motion passed with unanimous approval, Suzane Thompson-Forrest abstained.

PRESENTATION

The Hawaii Fire Department spoke on Old Business item: Volunteer Fire Station. The Honu street park may be the best option for a location but cost details are needed.

COMMUNICATIONS

CLA - Engagement Letter: Fiscal year 2019 audit includes federal audit and excludes travel, so cost is comparable to previous audit.

Suzan Thompson-Forrest moved to accept the engagement letter. Craig Hart seconded. Motion passed with unanimous approval.

Michael Yuskis, Barbara Felt, and Stacy Star - Regarding Pool Policies: Office staff shared proposed policy revisions that the board agreed with, focusing on more triggers to have additional pool and park attendants during times of high use. Pool hours will not change, and a new maintenance schedule is being implemented. Pool deck repairs are underway, weather permitting, per the item in New Business.

Steve Bailey – E-Mail Vote on Water Pump Starter Purchase: The board voted by e-mail to approve an emergency purchase of a water system part damaged during a storm.

Eileen O’Hara moved to confirm the e-mail vote. Kathryn Kuhlman seconded. The motion passed with unanimous approval.

REPORTS

General Manager (Kendra Tidwell): Terminix fumigation has been rescheduled to December 10th & 11th. The website and social media are being maintained and updated. Honu street and Honu park parking lot paving is complete. 2020 assessment mailings are done. Robin Kloda from the VFW will be the next Good Neighbor of the Month.

Project Manager (Steve Bailey): Isemoto is starting on the water project next week and will be done in February or March. Road paving is complete, USDA money has been received, and Yamada will finish striping as soon as conditions allow. French drains are being installed at Opakapaka and Puni Lapa West. HSCA crews are about halfway done painting lot numbers and private property lines. “No Through Truck” signs have been installed. Roger Guenette decided to revisit the tennis court proposals at the next meeting, so the board can review.

Financial (Genevieve Armanini): The Balance Sheet and fourth quarter ending Profit & Loss were presented.

DRC (Craig Hart): Lot 1226 was approved for step 1. The Variance Policy was discussed and collaborative editing is ongoing. Steve will meet with the committee to discuss a checklist that will include a status on membership standing.

ERC (Kathryn Kuhlman): CC&R #15 was discussed, regarding acceptable noise levels. Old and new cases of CC&R violations were reviewed and will each have respective follow-up actions.

Christmas Marketplace (Kathryn Kuhlman): 32 vendors have signed up and flyers are being distributed as well as social media efforts. Decorations are currently being installed.

OLD BUSINESS

Variance Policy: The proposed Variance Policy changes are going to the DRC for comments.

NEW BUSINESS

Twin Brothers Contract: The contract will extend into February or March with rates unchanged as HSCA maintenance staff is still preoccupied with ongoing water yard work.

Craig Hart moved to enter into a new contract with Twin Brothers to continue mowing Maikoiko Park. Dennis Wood seconded. Motion passed unanimously.

Pacific Recovery Service Contract: Barbara Barr (Accounting Associate) will negotiate with the contractor and bring it back to the board for further review.

Fiscal Year 2020 Liability Insurance

Eileen O'Hara moved to approve the purchase of the insurance. Craig Hart seconded. Motion passed unanimously.

Staff Hours for Christmas Eve: Employees will be dismissed at noon on Christmas Eve.

Pool Decking Damage: This item was discussed in Communications. Maintenance is prepared to work on the pool deck but is waiting for a day with good weather when the pool is closed.

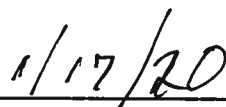
Hiroshi Yanagihara Contract:

Eileen O'Hara moved enter into a new contract with Hiroshi Yanagihara for Japanese translation services. Genevieve Armanini seconded. Motion passed unanimously.

ADJOURNMENT AT 7:06 P.M.



Eileen O'Hara, Secretary



Date