

HAWAIIAN SHORES COMMUNITY ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

JULY 15, 2020

CALL TO ORDER AT 6:14 P.M.

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at both the HSCA Community Center and via video conference using the GoToMeeting program to accommodate safety precautions during the COVID-19 pandemic. Rex Riley, Vice President, presided.

QUORUM

A quorum was established.

Directors present: Rex Riley, Vice President; Jeffrey Kraybill, Treasurer; Suzan Thompson-Forrest, Secretary; Tom Cumming, Caroline Weber, Craig Hart, Steven Bailey. Eileen O'Hara and Maile Agena were excused.

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

MINUTES

June 17, 2020 Meeting of the Board of Directors:

Tom Cumming moved to accept the June 17, 2020 minutes. Jeffrey Kraybill seconded. The motion passed with Caroline Weber abstaining.

REPORTS

Project Manager (Steven Bailey): The water tank is ready but waiting on final piping and monitoring, as well as new subcontractors, before filling with water. The County is paving Papio Street for the next six weeks.

Roadside banking is underway on streets with large drop-offs. Letters will be sent to affected owners regarding the Coastal Puna Parkway traffic study and funding options.

General Manager (Kendra Tidwell): The Honu street park has been open for over a month with COVID-related restrictions in place. A new e-mail newsletter is being utilized. The Board agreed to recognize Da Store on the marquee.

Maintenance Foreman (Kendra Tidwell): New laptop is working great for meter reading. The crew is mowing more often with grass growing more in the summer.

Accounting Associate (Barbara Barr): No decrease in collections for assessments and water. Six properties have sold and thirteen more are in escrow. We got the right-of-way check from Kamehameha schools. There's been no guest or rental fees collected.

Financial Report (Jeffrey Kraybill): Jeffrey reviewed the financials.

Tom Cumming left the meeting.

Design Review Committee (Rex Riley): Meetings have been held online and one plan has been approved with conditions.

Enforcement Review Committee (Steven Bailey): The Committee is working with HSCA legal counsel to determine how to move forward with members that have been fined the maximum amount (small claims court vs. liens vs. district court). Efforts are needed to recruit more committee members.

OLD BUSINESS

Volunteer Policy (Kendra Tidwell): It has been determined that HSCA volunteers are not covered by any insurance. The office will see how other nonprofits manage this and bring a proposal to the Board next month.

Papio Park Coconut Trimming (Steven Bailey): Due to the unauthorized cutting at Papio Park and SMA permit requirements, HSCA must use a licensed and insured tree trimmer for the coconut palms at Papio Park. Four quotes were reviewed.

Steven Bailey moved to accept the proposal from Long Limbs Tree Service with a cost not to exceed \$2,200. Caroline Weber seconded. The motion passed unanimously.

Digital Organization (Rex Riley): Staff and Board members discussed options for digital storage and new e-mail. Consolidating services will save money.

Community Center & Rent For Exercise Classes: Options for determining how to charge rent to exercise class instructors were discussed, including per-class, per-person, or a percentage of overall profit.

Steven Bailey moved to charge exercise class instructors 25% of all money taken in as their rent for use of the Community Center. Jeffrey Kraybill seconded, and amended the motion to revisit the policy in six months. The motion passed unanimously.

Staff will prepare a log for exercise class instructors to submit monthly with their payment.

NEW BUSINESS

Department of Education Mobile Hub for Online Classroom Access: The Board agreed that the HSCA Community Center is the best location to host the DOE Mobile Hub.

ADJOURNMENT AT 7:15 P.M.


Suzan Thompson-Forrest, Secretary

9/22/20
Date