

HAWAIIAN SHORES COMMUNITY ASSOCIATION MINUTES OF THE BOARD OF DIRECTORS MEETING MARCH 17, 2021

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held via Zoom. A quorum was established. Eileen O'Hara, President, presided. The meeting was called to order at 6:00 PM.

Directors present: Eileen O'Hara, President, Rex Riley, Vice President, Jeffrey Kraybill, Treasurer, Suzan Thompson Forrest, Secretary, Tom Cumming, and Steve Bailey. Directors absent: Craig Hart and Caroline Weber. Also, in attendance: Barbara Barr, Accounting Associate, and S'mon Gago, Office Manager. Members present: Niki Weingartner.

ANNOUNCEMENTS- None

COMMENTS ON AGENDA BY HSCA MEMBERS- None

MINUTES

January 20, 2021, Meeting of the Board of Directors-The Board of Directors amended the draft January 20, 2021 meeting minutes to correct the spelling of the name "Suzan Thompson Forrest" throughout.

Steve Bailey motioned to approve the amended minutes and Rex Riley seconded. The motion passed unanimously.

February 17, 2021, Meeting of the Board of Directors-The Board of Directors amended the draft February 17, 2021 meeting minutes to correct the spelling of the name "Suzan Thompson Forrest" throughout.

Tom Cumming motioned to approve the amended minutes and Suzan Thompson Forrest seconded. The motion passed unanimously.

COMMUNICATIONS

Thomas Evans-Easements on Costal Puna Parkway- Mr. Evans is concerned with cars pulling over into the HSCA easement and would like HSCA to report the activity to the Police as “vandalism”. The board decided it would not be possible to call in every instance and nothing can be done without witnesses and license plate numbers.

Action item: Steve Bailey will email or call Mr. Evans to let him know he is free to report any instances he personally witnesses to the police and that it is not the responsibility of HSCA to do so.

REPORTS

Office Manager Report- S’mon Gago reported that ballots were mailed out, there were no nominations for Good Neighbor of the Month and that she and Madonna Hoomanawanui have finished CPO courses and are waiting to take the exam. Maintenance crew flagged two lots for clearing.

Maintenance Foreman Report- Steve Bailey reported that Tim Manning indicated they held back on mowing due to the weather, crews finished an overhead structure over the new pumping system and the new employee is working out fine. Tim Manning also requests funds to replace the tracks on the Mini Excavator, estimated costs: \$2500.

Steve Bailey motioned to approve a cost not to exceed \$2500 to replace the tracks on the Mini Excavator. Suzan Thompson Forest seconded. The motion passed unanimously.

Consideration of the Storage Shed cost estimate of \$5000 was postponed to the next meeting.

Project Report:

EPI- Steve Bailey reported the water project was on hold as HELCO upgraded service, did the hole for the pole, switch over in one to two weeks then it’ll take two to three days working with the contractors to finish up, then relocate/construct the Chemical Shed; to be wrapped up in April.

DOH Projects- Steve Bailey reported that a decision had to be made about which projects would be chosen to use the one million dollar forgivable loan funds on, and that the original agreement with EPI needs to be amended to include language required by the DOH.

Rex Riley motioned to proceed with the funding plan to have USDA pay for the generator, and work with DOH on the Fire Hydrant Replacements, Radio Transmitter Replacements and Lateral Valve Replacement and Capacity Improvements Project. Tom Cumming seconded. The motion passed unanimously.

Steve Bailey motioned to authorize the Board President to enter into an amended agreement with EPI for the design of the Lateral Valve Replacement and Capacity Improvement Project. Jeffery Kraybill seconded. The motion passed unanimously.

Accounting Associate Report- Barbara Barr reported the office continues to collect assessments, are sending out second notices, water collections have been going down, yoga instructors are paying, property sales are going great, way up on escrow fees and 28% of accounts have not paid 2020/2021 assessments.

Financial Report- Jeffery Kraybill reported the cash as of March 2021 is \$433,730.08, investments are \$944,309.04, long term liabilities \$2.6 million, the USDA water grant at \$771,778.56 of the \$1.28 million grant. Income assessment collections below budget by 4%, up 2.5% year to date, both income and expenses deviating at plus or minus in the 1-5% range, net income down by 7% (\$19,000).

DRC Report-No report.

ERC Report-Steve Bailey reported the meeting on February 23, 2021 was standard business. Haven't heard from Lincoln Ashida yet, will continue to reach out to him. The proposed bylaw changes will add the ability to lien if they are voted for, enabling them to move forward with 10-12 items where maximum fines have been reached and have not been paid. Next meeting of ERC April 26, 2021.

CEAC Report-Suzan Thompson Forrest reported they were unable to have an Easter Egg Hunt due to COVID restrictions and would be saving the money for a Welcome Back to the Park event when it reopens. Currently only two members on CEAC committee; board will recruit from new members after electing the new board in April.

OLD BUSINESS

Volunteer Policy & Insurance Estimate- Eileen O'Hara reported that a new policy was included in the board packet for their review and consideration.

Steve Bailey motioned to approve purchase of the policy for up to 25 volunteers. Suzan Thompson Forrest seconded. The motion passed unanimously.

NEW BUSINESS

Community Fruit Orchard- Puna Strong Grant, Eileen O'Hara reported the application deadline is this Friday and decisions should be made next month. She will include this topic in her report to the General Membership.

Record Retention Policy- Eileen O'Hara reported the policy was included in the board packet for their review and consideration.

Action item: Steve Bailey and Tom Cumming will work on updating policy for approval at the next meeting.

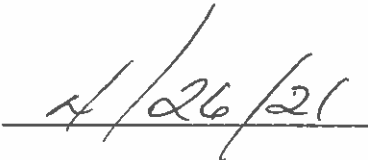
Covid Guidelines for Groups- S'mon Gago reported that outdoor gatherings allow 25 with six foot distancing, pavilion rentals are possible but still have to keep protocols (masks, social distancing), still have to keep pool down to 10 until accurate measurements can be taken to determine how many people can be accommodated. Indoor gatherings limited to 10, she will be checking to make sure Yoga classes are not exceeding 10, including the instructor.

Action item: Staff to draft new Covid rules, circulate via email for board approval and disseminate at GM meeting.

ADJOURNMENT - 7:03 PM.



Suzan Thompson Forrest, Secretary



Date