

HAWAIIAN SHORES COMMUNITY ASSOCIATION DRAFT MINUTES OF THE BOARD OF DIRECTORS MEETING APRIL 21, 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 6:06 PM.

Directors present: Eileen O'Hara, President, Dawn Hurwitz, Vice President, Jeffrey Kraybill, Treasurer, Suzan Thompson Forrest, Secretary, Tom Cumming, Nikki Weingartner, Kathy Klawitter and Rex Harold. Also, in attendance: S'mon Gago, Office Manager and Barbara Barr, Accounting Associate.

Directors absent: Steve Bailey

ANNOUNCEMENTS

Eileen O'Hara reported the board will return to face-to-face meetings at the stables beginning in May. Social distancing rules will be observed.

COMMENTS ON AGENDA BY HSCA MEMBERS

None

MINUTES

March 17, 2021, Meeting of the Board of Directors-

Tom Cumming moved to approve the March 17, 2021 BOD meeting minutes. Suzan Thompson Forrest seconded. The motion passed unanimously.

COMMUNICATIONS

None

REPORTS

Office Manager Report-

S'mon Gago reported that the ballots were mailed by March 12, the preliminary water audit is in progress, the pool was closed on March 23, drained, refilled and balanced. Reopening of facilities for parties are still being worked out, the office staff has been vaccinated, CPO testing for S'mon, Madonna and Chaz are being arranged, Madonna is a big help in the office and maintenance crew have flagged 4 waterlines for clearing. S'mon asked the board to approve a

payment of \$1000 (insurance deductible) for repairs to the HSCA truck that was in an accident while being driven by the maintenance foreman during his normal work hours.

Tom Cumming moved to approve payment of \$1000 to have repairs done. Jeffrey Kraybill seconded. The motion passed unanimously.

Maintenance Foreman Report-

S'mon Gago reported the monthly BacT and Water Quality tests were completed in time. Meter readings were also completed, several meters are not working that Tim Manning will take care of when he returns from vacation. HELCO installed the new pole at the water yard, valve markers have arrived, 20 valve covers have been completed, the John Deer mower is fixed need to get insurance estimates for coverage to start using it.

Agenda items VIII,

- i. Honu Office Storage Shed**
- ii. Water Yard Chemical Shack**
- iii. Flooding**
- iv. Future work**

were deferred to the next meeting.

Project Report-

Barbara Barr reported that Wasa Electric crews switched over to the upgraded power system on April 9, 2021, the water system project has 3 days of work to complete the project, in May an "Essentially Completed" certification will be executed for the USDA grant money, will make sure the project is closed out, should be submitted by May 17, 2021. The chemical shack will be built by HSCA crew in May. The generator is ready to be used, need to coordinate with Blue Star, the supplier. Steve Bailey is working on the drafts for the forgivable loan for the project and will have the bid package ready in June.

Accounting Associate Report-

Barbara Barr reported that assessments are still coming in, water payments are picking up and properties are selling like crazy, starting to see people getting final permits for building in 4 to 5 months now. She reported the following breakdown of account receivables regarding assessments; 45 accounts on payment plan, 161 accounts past due by 1 year (letters were sent out and slowly getting those back in), 37 accounts passed due for 2 years (they will be getting liens placed on them at the end of April), and 92 accounts are past due by 3 plus years (they already have liens, which as they sell or become foreclosed, will be paid), and the 23% past due rate for March is comparable to years past. 8 property sales were recorded in March, and 23 properties in escrow right now.

Financial Report- Jeffery Kraybill reported the cash we have as of April 2021 is \$426,928.69, our investments are \$944,205, our long term liabilities \$2.66 million, we have the USDA water grant \$953,300.30, spent to date, of the \$1.28 million grant. Assessment collection below budget by 2%, up 1.1% from last year, water is at budget, escrow fees are way up by 200%, year to date, the report shows total income is up 262%, that's because of how grant income is reported. Number for total income is only .59% under budget for year to date, and 2% down from previous year, payroll running below budget by 19%, down 14% from last year, repair expenses up by 35%, utilities up by 14%. Total expenses is at budget for year to date, down 4% from previous year, net income down less than 1% for year to date, running same as previous year when corrected for grant income. Both income and expenses only deviating plus or minus budget by 1% or less and net income only down by less than 1%.

DRC Report- Tom Cumming reported 1 plan for lot 1217 was submitted and approved with conditions, and 1 variance request for lot 1341 was approved.

ERC Report- No report. Next meeting on April 26, 2021.

CEAC Report- Suzan Thompson Forrest informed new board members that they are able to volunteer to work on committees. She is planning a "Welcome Back" event once COVID restrictions are lifted and facilities are reopened. Dawn Hurwitz volunteered to help with events.

OLD BUSINESS

Email vote conformation-

Eileen O'Hara moved to reapprove the opening of the stables swap meet on a quarterly basis starting the 2nd Saturday of May 2021. Suzan Thompson Forrest seconded. The motion passed unanimously.

Signs for Papio Park-

Barbara Barr reported that the signs are in the warehouse (including poles), Tim Manning is planning to put them up when he comes back from vacation and has a full crew to put them up.

NEW BUSINESS

Reappointment of Committee Members-

DRC Members: Tom Cumming, *Kathy Klawitter, Rex Riley, Gordon Smith, Dennis Wood

ERC Members: Steve Bailey, Tom Cumming, Eileen O'Hara, *Nikki Weingartner

ITOP Members: Tom Cumming, *Dawn Hurwitz

CEAC Members: Suzan Thompson Forrest, *Dawn Hurwitz, *Kathy Klawitter, *Nikki Weingartner

PARKS: Eileen O'Hara, Steve Bailey, *Rex Harold

(*Newly Elected Board Member)

Resolution for BOC Recording of the 2021 By Laws Changes-

Eileen O'Hara read the resolution to the board members.

Dawn Hurwitz moved to approve the resolution. Nikki Weingartner seconded. The motion passed unanimously.

Record Retention Policy-

Tom Cumming moved to adopt the Record Retention Policy. Dawn Hurwitz seconded. The motion passed unanimously.

COVID Guidelines for Groups-

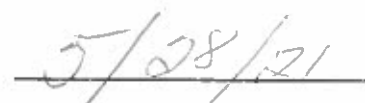
This item was deferred to the next meeting.

ADJOURNMENT - 7:15 PM.

The Executive Session was deferred to the next meeting.



Suzan Thompson Forrest, Secretary



Date