

# HAWAIIAN SHORES COMMUNITY ASSOCIATION

## MINUTES OF THE BOARD OF DIRECTORS MEETING

### June 19, 2024, 6:00 PM

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the Stables (Community Center). A quorum was established. Eileen O'Hara, the President, presided. The meeting was called to order at 6:03 P.M.

Directors present: Eileen O'Hara, Kathy Klawitter, Jeff Sargent, Jeffrey Kraybill, Mike Tompkins, Vladimir Vorobets, Kathy Morgan, Polly Quigley and Lori Tetrault. Also in attendance were Madonna Hoomanawanui, Office Assistant, Barbara Barr, Accounting Associate, and S'mon Gago, Office Manager.

On Zoom: Kathy Morgan

Member- Jack Wells, Tom Cumming, Mike Moore, Mrs. Vorobets

#### **ANNOUNCEMENTS – None**

#### **COMMENTS ON AGENDA ITEMS BY MEMBERS – 3 MIN. LIMIT –**

- a. Tom Cumming – Roberts Rules
- b. Mike Moore – Heating of pool

#### **APPROVAL OF MINUTES**

*Jeffrey Kraybill moved to approve the May 15, 2024, Board of Directors meeting minutes. Lori Tetrault seconded the motion. The motion passed unanimously.*

#### **WRITTEN COMMUNICATIONS –**

- a. Schmid – Request to waive all of the finance charges.

*Jeff Sargent moved to waive all Schmid finance charges. Mike Tompkins seconded the motion. The motion passed unanimously.*

#### **STATEMENTS OR CONCERNS FROM DIRECTORS –**

- a. Polly Quigley expresses concerns about pig hunting.

#### **REPORTS**

**Office Manager Report-** S'mon reported that the 2023 Consumer Confidence Report is complete and will be posted to the website, and a link will be sent to MailChimp and Facebook. The 2023 Water Loss Audit report and supporting documents were sent on June 6th; the validation call is on July 15<sup>th</sup>. HRWA is hosting a free Grade 1 & 2 DSO Certification Exam Review July 8 -12, 2024. The crew and S'mon will be attending virtually. RCAC is also hosting a free class on July 22<sup>nd</sup> and 23<sup>rd</sup> at HAVO; the exam is on July 23, 2024, so they will only attend the Monday class. Terminix inspected and treated the office on Friday. We are still waiting for a start date for Derrick's Drilling. Keoki completed the remaining 4 inspections for the LSLI, and the photos were sent to Brain at RCAC. Good Neighbor of the Month: Mark Prescott.

**Maintenance Foreman Report** – S'mon reported all equipment is running. The crew installed the new gate at Maikoiko Park and compacted the gravel for the parking lot & driveway. Keoki is shutting off the bypass in the morning. We fill our tank from Hawaiian Beaches. The crew is currently mowing the sub & working on cutbacks at the stables and Papio Park. Mark took our bacT samples this month & S'mon will do the DLNR report.

**Accounting Report:** Barbara Barr reported that assessments are still coming. There were 16 property sales recorded in May, and 20 properties are in escrow. Water charges are normal. Maikoiko park expenditures were \$8206.23.

**Financial Report** – Jeffrey Kraybill reported Cash is \$290,161.16, Investments are \$972,455.23, long long-term Liability is \$2.53 million. This will include the DWSRF Loan until it is forgiven. P&L 2<sup>nd</sup> QTR April 2024 Assessment collection is 2% above budget for the year. Collections are 4% ahead of last year. The 2024 Assessment second notices response has been good. Water is under budget by 4%, but payments are 8% above the previous year. The water deficit is correcting itself as we replace the broken water meters. New water service connections are up 100%. Escrow fees and infrastructure impact fees are 13% above budget and at budget respectively. Guest fees are down for the month but are slowly increasing. Pool attendance is picking up. Interest and Investment income are over budget. Total income is 3% above budget. Payroll is at budget. Most of the monthly expenses are running at budget at this time of the year. Repair & maintenance expenses include the new mower and the costs associated with the well pump repair. These expenses will be reimbursed through the reserved fund. Total expenses are at budget and net income is 10% above budget after adjustment for these expenses.

**CEAC REPORT** – Kathy Klawitter and Jeff Sargent reported that watercolor, karaoke, trivia night, and bingo are doing well. CEAC talked about giving up game night because it was not doing well. CEAC decided not to hold a Halloween party; instead, they're considering a Party in the Park at Honu Street or the stables in September. CEAC requested Table covers and a white Board for the stables.

*Jeff Sargent moved to approve the purchase of 20 fitted table covers from the CEAC budget and a whiteboard from the operating budget, not to exceed \$350. Kathy Klawitter seconded the motion. The motion passed unanimously.*

**DRC REPORT** – Jeffery Kraybill reported Step One for Lot 469 on Iao St. and Lot 744 Lalakea St. have been approved. Step Two for Lot 630 on Kawakawa St. has been approved. They went to the county first; everything was in order and approved.

**PFPC REPORT** – Lori Reported that Maikoiko Park's new gate had been installed, topsoil had been removed, and gravel had been replaced and compacted. The pickleball court will be painted next, and the bathroom will be cleaned and refurbished. The playground equipment has been finalized and is being prepared to ship. A signed proposal copy has been sent, and EPI will conduct the analysis in July or August. PFPC is getting more quotes for pool heating options. Jeff is going to organize a volunteer day at Maikoiko Park, and the next Papio volunteer day is June 23, 2024, from 8 AM to 12 PM. The committee will also work with staff to schedule a day to cut the cane grass along Papio Park's West and North edges.

## **NEW BUSINESS –**

### **Draft Audit:**

- a. Resolution for BOC recording of the 2024 CC&R Changes -

*Eileen O'Hara moved to approve the adoption of the Resolution for BOC recording of the 2024 CC&R Changes. Lori Tetrault seconded the motion. The motion passed unanimously.*


## **OLD BUSINESS –**

- a. Signing Policy/In-House Notary –

*Eileen O'Hara moved to assign the accounting associate as the signing agent for HSCA upon S'mon Gago obtaining her Public Notary commission. Lori Tetrault seconded the motion. The motion passed unanimously.*

**Adjournment – 7:18 P.M.**

  
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Lori Tetrault

  
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Date