

HAWAIIAN SHORES COMMUNITY ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

November 15, 2023

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 6:05 P.M.

Directors present: Eileen O'Hara, Kathy Klawitter, Jeff Sargent, Lori Tetrault, Jeffrey Kraybill, Kathy Morgan, and Peter Quigley. Also in attendance are Barbara Barr, Accounting Associate, and Madonna Hoomanawanui, Office Assistant.

Directors Absent: Eva Caperon

ANNOUNCEMENTS – None

COMMENTS ON AGENDA ITEMS BY MEMBERS – 3 MIN. LIMIT – None

APPROVAL OF MINUTES

Kathy Morgan moved to approve the October 18, 2023, Board of Directors meeting minutes. Kathy Klawitter seconded the motion. The motion passed unanimously.

WRITTEN COMMUNICATIONS –

- a. Zumba – Banner Request

The board agreed as long as the Zumba banner was the same size as the other banners on the fence.

- b. Kloda Request – DJ request for her party on January 20, 2024, at the community center.

Jefferey Kraybill moved to approve the DJ for the Kloda party. Kathy Klawitter seconded the motion. The motion passed unanimously.

STATEMENTS OR CONCERNS FROM DIRECTORS – None

REPORTS

Office Manager Report- Barbara Barr reported that the office will be closed on Thursday & Friday, November 23rd & 24th. The Park & Pool is closed on Thursday, November 23rd, but will be open Friday, the 24th, from 11 A.M. to 4 P.M. Barbara will be out of the office November 16th – 27th. S'mon, Kalani, Chris, and George did not pass the DSO exam and will be retaking the exam in January with Keoki. Joy will be giving classes to prepare the crew for the next exam. December 4th & 5th, the crew will work on extending the doorway to the Stables storage room. The instructors have been informed of the closure for those 2 days, and fliers have been posted at the office and the Stables. The 2024 Annual Assessments were completed and mailed. Jason Nau is putting together quotes to resurface the tennis courts and new playground equipment. He is also looking into a splash pad in place of the playground. Big Island Sheds has responded, and Tim Hamberg came out for a site visit regarding the Attendant shack and said they can do the job. They also have a subcontractor that can do the electricity and the required permits. He is drawing up some plans and will have quotes by the end of the month. The shack will be moved over so that the office can see the pool from the office. Good Neighbor of the Month Nomination Suggestion: CEAC. The Maintenance crew flagged 7 properties.

Maintenance Foreman Report – Barbara Barr reported that 17 broken meters have been replaced with new meters. Tim has met with Joy from RCAC and a gentleman. And hasn't heard anything from them since. Tim had to replace the chlorine pump. By law, we are required to have a backup chlorine pump on sight, and Tim will be ordering one this week. The cost is around \$885. plus, tax according to the USA Bluebook as of 1/13/2023.

Accounting: Barbara Barr reported assessment payments are still coming. The 2024 Annual Assessment was mailed on 11/14/2023. Liens on accounts past due for 2022/2023 were filed on 4/18/2023. 13 property sales were recorded in October, and 19 properties are in escrow. 4 lots have open foreclosures there are liens on these lots. There were 12 pavilion bookings in October. The Community Center has a lot of activities.

Financial Report – Jeffrey Kraybill reported Cash is \$254,502.41, Investments are \$952,569.47, long long-term Liability is \$2.58 million this will include the DWSRF Loan until it is forgiven. Assessment collection is 4% below budget. Water is at budget and is up from the previous year by 6%. New water service connections are up 113%. Escrow fees are above budget by 17%. Infrastructure Impact Fees are above budget by 144%. Guest fees are only 5% below budget and are picking up and are above last year's level by 80%. Interest and Investment income are over budget and up by 477% from last year. Total income is above budget by 2%. Payroll is 3% over budget. With the exception of Utilities, which are under budget by 19%, most of the monthly expenses are running above budget. Prices for goods and services are having an impact on our budget. The office staff and Crew are trying their best to economize and price shop to hold down expenses. Total expenses are up by 11% and Net Income is running 24% over budget after

adjustment for expenses reimbursed by the reserve funds, which were originally paid out of the operating budget.

CEAC REPORT – Kathy Klawitter reported that they need more tables. Bingo went well. The bank currently holds \$508.41. The Halloween dance was a hit, approx. 75 people. The watercolor class is doing well. We have 16 people attending. The next Trivia Night is November 29th, 2023. Karaoke Night will be every Monday night. Nikki suggested a neighborhood Christmas decoration contest for all HSCA members to begin on 12/2/23. Committee members will be judges, and prizes will be money. Jeff is working on the welcome flyer outlining activities to be included with the welcome packet preliminary plans for a Walking Club, Adult Swim party, and Adult Dance in the next year. Staff appreciation lunch will be Luquin's 4 or 5 items. Stables storage room reorganization is to be done in January 2024.

ITOP Report – Eileen reported that S'mon and she will meet with Kai next Monday at 1 p.m. to discuss the website.

NEW BUSINESS –

- a. DOH DWSRF Water Meter Replacement Loan Application –

S'mon has filled out the application and submitted a softcopy to DOH.

- b. Lot 246 Long Limbs Quotes –

Jeffrey Kraybill moved to approve the Lot 246 Long Limbs Quote of \$3,926.70. Lori Tetrault seconded the motion. The motion passed unanimously.

- c. CC&R Changes –

Barbra informed the board that if they want to make any changes to the CC&Rs, they must do so by the December meeting.

- d. Nomination Committee –

Barbra informed the board that the Nomination Committee needs to be done in December.

- e. FY 2024 CLA Audit –

The board deferred to the next meeting.

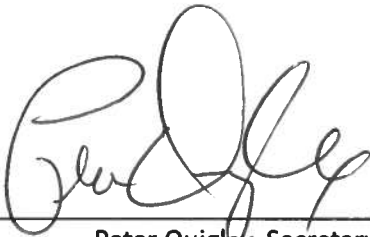
OLD BUSINESS –

a. Confirm Email Vote –

Jeffrey Kraybill moved to approve the \$59,109.57 Insurance Rates email vote. Jeff Sargent seconded the motion. The motion passed unanimously

Kathy Morgon moved to approve the \$1800.00 Cinder and Rock Purchase for Kaku Lateral Line Extension email vote. Peter Quigley seconded the motion. The motion passed unanimously.

Adjournment – 7:00 P.M.



Peter Quigley, Secretary

1-26-2024

Date