

HAWAIIAN SHORES COMMUNITY ASSOCIATION MINUTES OF THE BOARD OF DIRECTORS MEETING DECEMBER 21, 2022

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the Stables. A quorum was established. Eileen O’Hara, President, presided. The meeting was called to order at 6:07 PM.

Directors present: Eileen O’Hara, Jeffrey Kraybill, Kathy Klawitter, Tom Cumming, Peter Quigley, Jeff Sargent, Jenny Smith, and Kathy Morgan. Also in attendance: Barbara Barr, Accounting Associate, and Tim Manning, Maintenance Foreman.

Directors absent: Dawn Hurwitz

Members present Jack Wells, Mr. and Mrs. Steiner and Rex and Rose Riley.

ANNOUNCEMENTS – None

REVIEW OF THE BOARD OF DIRECTORS EXISTING POLICIES

Eileen O’Hara informed board members that the Board of Directors have not been operating its board meetings in compliance with existing policies relating to receiving public comment. The existing policy, adopted over a decade ago, allows for comments on the Agenda of the meeting at which the board is convened, and those comments held to 3 minute limit. On the question of Accessing recordings of HSCA Board Meetings, recordings can be reviewed upon request, at the HSCA office.

COMMENTS ON AGENDA ITEMS BY MEMBERS – 3 MINUTES LIMIT

Mr. and Mrs. Steiner spoke about the November 16, 2023, BOD meeting, request to return Papio Park to 2012 condition and work/green waste in SMA.

APPROVAL OF MINUTES – NOVEMBER 16, 2022

Jeffrey Kraybill made a motion to approve the November 16, 2022 meeting minutes. Tom Cumming seconded the motion. The motion passed unanimously.

WRITTEN COMMUNICATIONS

- a. Steiner’s Email Correspondence

In response to an email received by office staff the following answers were provided by board president Eileen O’Hara:

Request for financial documents; all members have access to financial information provided online, quarterly and annual reports are mailed to all members, all members have access to annual audits, any specific questions must be submitted in writing.

Request for meeting recordings; meeting recordings can be reviewed on request at the HSCA office, no copies are permitted.

STATEMENTS OR CONCERNS FROM DIRECTORS

A very large truck was seen damaging the common area on Mano St., what is the protocol for that? Call Tim Manning, Maintenance Supervisor.

REPORTS

Office Manager Report – Barbara Barr reported the guys did a great job with the pool, S'mon Gago is scheduled to retake the DSO exam on January 24th, Kyhme passed his CPO exam, Lauren will retake the CPO when Keo and George's exams are scheduled, received the materials to replace fire hydrants still working with Stefanie & Pacific Pipe on certifications & payment, Christmas and New Year fall on Sunday so the paid holiday will be on Monday and staff will have the 26th and the 1st off, didn't get any suggestions for Good Neighbor of the month, flagged 1 property for land clearing/construction/tree work. BOD Recommendation for Good Neighbor of the month: "HSCA Staff".

Maintenance Foreman Report – Tim Manning reported all equipment being maintained and running, still working on the Cross Control Connection Program, hope to be resolved by January's meeting, behind on maintenance because pool project, which is completed, rebuilt pump room, want to thank Kyhme and Georges wife for helping to finish the job in time to open on December 17th.

Accounting Associate Report – Barbara Barr reported Assessments starting to come in, water income normal, 11 properties sold, down from the same time last year, water bills went out, 7 pavilion bookings in November, ended October with 13% past due rate.

Financial Report - Jeffrey Kraybill reported Cash is \$227,775.06, Investments are \$977,160.28, Long term Liability \$2.49 Million. Assessment collection is above budget up by 102%, up 55% from previous year when adjusted for increase in assessment fees, water is slightly below budget by 4%, but up from previous year by 3%, Escrow fees continuing upward trend this fiscal year with a 32% increase, Interest and Investment income showing gains, total income above budget by 63% up 29% from previous year, payroll is below budget by 5% up 82% from last year due to the addition of an extra crew member, most expenses at budget with the exception of "maintenance, contract labor and training expenses", Insurance budget adjusted down because B&O policy is lower than last year, total expenses down 2%, net income up from the start of the year.

DRC Report – Tom Cumming reported 1 plan was submitted and approved.

ERC – Eileen O’Hara reported the committee recommends the board approve using \$8,000 in Fine Fund to remove Albizia on Lot 1032 and impose a “Special Assessment” on the property.

Peter Quigley moved to table the discussion to the next meeting. Jenny Smith seconded. The motion passed unanimously.

Park & Report – Eileen O’Hara reported the committee received demolition estimate for Maikoiko Park Pavilion, Office staff to generate work schedule and contract for Honu Park Warehouse doors and roof, Hau removal at Papio to continue in January by Sean Alexander, discussed poisoning behind stables and possible uses for the parcel, future needs; conceptual plans for all HSCA Parks, get input from members at the April General Membership meeting, revisit 2017 ideas and thoughts generated. Recommendation to the board: Cut the largest palms at Papio Park, board approved bid by Long Limbs, need to notify residents when work will be done, park will be closed.

CEAC Report – Kathy Morgan reported the Book and Puzzle exchange at the Swap Meet is picking up, committee members provided desert for Employee Luncheon, Bingo had a great turn out, the banner was put up this time 13-18 people attended.

ITOP Report – Tom Cumming reported the contract with the web designer has been signed.

FACC Report – Eileen O’Hara reported the Innovation Grant application was denied, she will be meeting the Director, Deputy Director and the Agriculture Specialist with the Department of Research and Development to discuss other funding possibilities.

Neighborhood Watch Report – Eileen O’Hara reported the CPO was unable to attend the last meeting, the group discussed a suspected property used for criminal activities near the upper loop and will request the CPO provide an update on the property at the next meeting, Peter Quigley continues to work on the crime map, Tom Cumming provided an update on the security cameras.

OLD BUSINESS

a. Warehouse Roof

Tom Cumming moved to approve replacing a damaged purlin on the warehouse roof at an additional cost of \$1,145.00. Jeffrey Kraybill seconded the motion. The motion passed unanimously.

b. D&O Liability/Crime Insurance Quote

Kathy Morgan moved to approve the quote for D&O Liability/Crime Insurance. Jeff Sargent seconded the motion. The motion passed unanimously.

NEW BUSINESS


- a. Quotes for Lot 1032 Albizia

The item was tabled to the next meeting.

ADJOURNMENT – 7:15 P.M.



Jenny Smith, Secretary



Date