

**Hawaiian Paradise Park Owners Association
Meeting of June 17, 2009
Minutes**

I. Call to Order. Vice President Frank Annin called the meeting to order at 6:00 pm.

II. Roll Call.

Board of Directors: Frank Annin, Vice President; Bob Rainie; Dale Watson; Ken McGilvray, Treasurer. The chair noted that this constituted a quorum as there are only seven members currently on the Board. General Manager, Kaniu Kinimaka-Stocksdale, was also in attendance.

Guests: Bobbie Alicen; Erhard Autrata; Jim Brown; Jerry Carr; June Conant; David Fithian; Michelle Higgins; Barbara Kahn-Langer; Merrill R. McAlister; Keone McAllister; Tom Nickerson; Paul Scappecitio; Rod Thompson; Chuck Webb; Robin Wright.

III. Approval of Agenda.

Ken McGilvray moved that the following items be added to the agenda under New Business:

- B. Contract for Engineer for Paving Contract*
- C. Motions Log*
- D. Human Resources Committee*

Dale Watson seconded the motion. The motion was approved unanimously

IV. Owner Input.

Barbara Kahn-Langer read from a statement, “Full Disclosure of Recent BOD Actions to HPPOA Lot Owners, Regular HPPOA BOD Meeting, June 18 [sic], 2009. In this, she summarized a list of events as well as postings on the web site, “Puna Web.” The main subject was the appointment of Kaniu Kinimaka-Stocksdale as General Manager by the Board of Directors, concluding with a question to the Board, “...what criteria did you use to appoint Kaniu Kinimaka-Stocksdale as General Manager?”

Merrill McAlister continued to read the statement as Barbara Kahn-Langer had used up her allotted time. He further asked for a response to the question within 10 days.

Robin Wright asked the Board if the functions of the new General Manager will be the same as those of the previous General Manager, and if Goals and Objectives have been set.

At this point, both Kaniu Kinimaka-Stocksdale and Frank Annin noted that Kaniu had not been hired as an employee, but as an interim contractor, with a 6-month contract only.

Bobbie Alicen spoke of a recent incident in which a driving traveling at excessively high speed on her road (7th and Paradise) had struck a rock wall inside her property with such force that the wall had been destroyed. She asked that the Board take action to help reduce speed on the HPPOA roads. Bobbie also asked if the Board has considered nominees for the awards that are traditionally presented at the June Membership Meeting. Finally, she read a note from JoAnne Backman regarding the history and organization of the Paradise Ala Kai Association (PAKA), noting that Scott Baker and Susan Talley had not formed the group as noted at the Board Meeting in April 2009.

David Fithian demonstrated an attachment to a weed trimmer that would cut heavy brush at low cost. It was the consensus of the Board that consideration of purchase of such equipment be added to the agenda under New Business.

Chuck Webb asked the status of the tractor with the trimming arm. Kaniu Kinimaka-Stocksdale summarized recent review of the HPPOA equipment, noting that the equipment needed to be retrofitted to make the mower more useful for the work for which it is intended. Board members as well as staff had met the previous week with a representative from the company from which HPPOA purchased the equipment, and the company is preparing a proposal. She also noted that she is working on the scheduling for the mower as well as training for those staff members who have to use it. HPPOA is also considering a contract with the prison system to have inmates who are approaching release work on cutting back the grass and brush in the park. Timing, manpower and equipment are all issues.

Michelle Higgins stated her opinion that the Board of Directors had not been doing its duty relative to the previous General Manager, and now appears to have decided that it was more important to hire someone immediately rather than correctly. She further questioned why someone who is apparently an associate of Jeff Spaur was hired to be a bookkeeper without a resumé.

Erhard Autrata complained about road maintenance staff not doing maintenance work when it was needed. He said that he wants to see someone responsible for ensuring proper maintenance of equipment. He also stated his opinion that having the daughter of the road maintenance supervisor work in the office is a conflict of interest. Kaniu Kinimaka-Stocksdale said that she is instituting a maintenance log.

V. Minutes.

The minutes of the meeting of May 20, 2009, were approved by consensus.

VI. Committee Reports.

A. Budget Committee. Ken McGilvray distributed copies of the revised budget. He noted that there were some category changes and that depreciation was handled differently. Bottom line numbers have not changed from the previous report.

With this budget income will exceed expenses by 14%, so there should be no problem related to the bond requirements.

- B. Neighborhood Watch. Jerry Carr reported that the swap meet the previous Saturday had been the biggest ever. The Neighborhood Watch has received some more grant funds from the Prosecutor's Office with which materials for the Neighborhood Watch have been purchased. The first group of street patrol volunteers have been cleared for street patrols. There will be an information/display table at the June 28 General Membership meeting. Jerry stated that he would be attending meetings of the Paradise Ala Kai Association (PAKA), and will be working to ensure that all Neighborhood Watch groups continue their work successfully.
- C. Coqui Frog Committee. There was no report.

VII. Treasurer's Report. Treasurer, Ken McGilvray, presented this report.

Total Bank Checking/Savings Balances: \$1,532,868.44
Total Investments: \$102,176.14
Total checking/savings and construction bond funds: \$11,660,702.29
Monthly income for May was \$104,072.06 and expenses were \$59,891.21. Notable expenditure items were: Investment Fees (\$13,699.88); Technical (which included rewiring the office) (\$1,132.81); Activity Center Maintenance and Repair (including a new blower) (\$696.57); Tipping/Rubbish Hauling Fees (\$702.29); Foreclosures (\$2,513.05); and Accounting (\$1,119.79).

Ken reported that he had recently moved some funds into CDs as the interest rates have been improving. He stated that he has scattered the maturity dates to be from 6 to 12 months. The interest rate is 1% as opposed to the .01% that the Money Market had been paying.

In the final part of the Treasurer's report, Ken explained that he had been reviewing "doubtful accounts." These are accounts receivable that have been on the books for some time. He said that there is \$521,000 that has not changed in 18 months.

VIII. General Manager's Report. The General Manager's report was submitted and reviewed. Among the members' concerns brought out in the report was that of the danger of Albezia trees. Dale Watson asked if she could determine what HPPOA's role could be in removing Albezia trees from private property. Kaniu Kinimaka-Stocksdale said that she would contact a lawyer in regard to that. Another frequent member question has related to the length of the aprons to be created when the mauka-makai roads are resurfaced. The response was that most will be in the area of 60', with some being longer and some shorter, depending on the topography of the particular road.

IX. Unfinished Business.

- A. Regional Town Center Grant. The organizers are still waiting to hear from the Grant Committee.
- B. Charter School Application. Kaniu Kinimaka-Stocksdale read a letter from Gail Clark who stated that they are awaiting some budget decisions by the mayor and how they will affect the Pahoia campus of HAAS. That is the focus of their efforts at present.
- C. Amendment of HPPOA Special Use Permit. Kaniu Kinimaka-Stocksdale reported that the permit for the use of the kitchen, issued in 1978, regards it as a *commissary* kitchen, and not a *commercial* kitchen, which is how we have been using it. There is no Health Department issue. So we can no longer advertise it as a commercial kitchen. Kaniu reported that we have removed all advertising referring to it as such from HPPOA's website and other materials. At this point, there is little that we can do to change the special use permit as we are still dealing with the clause in the deed for the HPPOA parcels that prohibits their use for commercial purposes.

X. New Business.

- A. Paving Attachment on Website. Robin Wright presented a proposal for ensuring easy access to current and historical information related to the paving projects. It was agreed that there should be a committee to decide what information to put in this section of the website. Volunteers will be solicited at the general membership meeting.

Dale Watson moved to accept Robin Wright's proposal related to a paving section of the HPPOA website. Ken McGilvray seconded the motion. The motion was approved unanimously.

- B. Contract for Engineer for Paving Project. The board reviewed the proposal by Paul Nash to contract to be the engineer for the paving project. There were some concerns about what several of the contract provisions meant in terms of the engineer's responsibility. The board agreed that the engineer has to have the right to shut the job down if there is a serious problem. It was agreed that board members would attempt to meet with Paul Nash on Thursday morning, with Kaniu Kinimaka-Stocksdale coordinating that.
- C. Motions Log. Kaniu Kinimaka-Stocksdale presented a draft format for maintaining a log of motions made at Board of Directors meetings.

Ken McGilvray moved to approve a Motions Log in the format presented. Dale Watson seconded the motion. The motion was approved unanimously.

- D. Human Resources Committee. Frank Annin noted that the board had disbanded the Human Resources Committee earlier in its term. He stated that, in retrospect, that was probably not a good idea as there have been some issues during the year with which the committee could have been a valuable resource. He stated that he, as the chair, would appoint members to the committee with the first order of business to review the Personnel Policies and Procedures manual, specifically as it relates to benefits and holidays, and report back to the board within 90 days, or sooner if possible. Members of the committee would be Robin Wright, Ken McGilvray and June Conant. Kaniu Kinimaka-Stocksdale will be included in the meetings of the committee. Frank asked that the committee members meet following this meeting to decide who would be the committee chair.

- E. Purchase of Weed Trimmer. This discussion was a continuation from David Fithian's owner input. Kaniu Kinimaka-Stocksdale said that this equipment would be intended for use by volunteers, not by HPPOA staff. The board was encouraged to approach this with caution. It was agreed that Kaniu would look into liability insurance issues.

XI. Announcements

- A. The following members will serve on the board of directors beginning at the time of the general membership meeting: Dale Watson, Ken McGilvray, Bob Rainie, Frank Annin, Jeff Spaur, Keone McAllister, and Ron Vizzone. There remains a vacancy on the board due the resignation of Kaniu Kinimaka-Stocksdale, and the new board will appoint that board member.

- B. The new board will meet in the library immediately following the general membership meeting to elect officers for 2009-2010.

- C. The next regular meeting of the Board of Directors is Wednesday, July 15, 2009, at 6:00 pm.

- D. There will be a Membership Meeting on Sunday, June 28, 2009, at 3:00 pm at the Activity Center.

XII. Adjournment. The President adjourned the meeting at 8:20 pm, with the Board going into Executive Session.

Respectfully submitted:

Robin Messenheimer, Recording Secretary

Motions Log

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