

**Hawaiian Paradise Park Owners Association
APPROVED - Board of Directors Meeting Minutes
January 21, 2015**

I. Call to Order: President, BJ Mullenix, District 9, called the Board of Directors meeting to order on January 21, 2015 at 6:03 p.m. Quorum was established. The meeting took place in the HPPOA Hui Activity Center.

II. Roll Call:

- a) **Board of Directors:** B.J. Mullenix, President (District 9); Dr. Jo Maynard, Vice President (District 5); Janice Ashford, Treasurer (District 7); Moani Pai–Paige (District 6), Craig Crelly (District 3), Ruth Mizuba (District 2), Randi Larzalere, Secretary (District 4), Francis Ganon (District 1)
Excused absence: Roseanne McLean (District 8)
- b) **Guests:** Bruce Derrick, June Conant, Deborah Hillman, Jackie Apigo, Theresa____, William Kussman, Beth Evesong, Kenneth Schweitzer, David Prager
[NO SIGN IN SHEET TO COMPLETE GUEST LIST-Above small list compiled of those who spoke at the meeting]

NOTE: Recorder failure caused no sound until Treasurer’s report began. Audio is very difficult to hear except when people speak directly into the mics.

III. Approve Agenda

Dr. Jo Maynard (District 5) motioned to approve agenda. Randi Larzalere (District 4) seconded the motion. Vote: Yes-Unanimous. Motion carried.

IV. Approve Past Minutes

Janice Ashford (District 7) motioned to approve the minutes of the 12-17-14 BOD meeting., Randi Larzalere (District 4) seconded the motion. Vote: Yes-7, No-0, Abstain-1 (Francis Ganon, District 1). Motion carried.

V. Interim GM Report – Dr. Jo Maynard

Equipment repairs: replace back tire on Dixie Mower, repaired the power steering in the Dodge truck, replaced bushings on the Roller Drum, Replaced bushings on the grader arm, Replaced bad seal on the hydraulic pump for the new Holland side arm, welded a crack in the tank on the new Holland Fabricated a bush guard for the Dixie Mower blade housing, Rebuilt starter for the Dixie.

New Holland cut ten miles of easement brush/cane grass/etc.

Mowed, 28 miles of easements,

Dropped – 15 miles of easements

Scrapes 7 miles of roadway

Filled 10 miles of potholes.

Weed eat at main intersections, around mail boxes and bus stops

Animals: picked up and disposed of 4 dead pigs

Hauled away one ton of rubbish

Removed 10 trees

Graded and Widened Railroad and L Road

Signs installed: 3 dead end signs, 7 stop signs, 4 tow away signs, and still waiting on shipment of signs missing or needing replacement pending their arrival

Apron repair on "A" Street.

Hauled water for 23 miles of roadway

84 Road Requests taken. Of those, 66 were completed with 18 remaining

VI. Treasurer Report – Janice Ashford (District 7)

The next finance committee meeting will be February 16th, 2015 at 9:00

Last meeting 1/12/15 discussed using the "Cash method" of reporting income versus the "Accrual Method." Would be just for income and not for the Expenses. This is considered a "Hybrid" method of Accounting. We would keep the expenses on an accrual basis. This is for such items as Prepaid insurance, Property Taxes, Depreciation, etc. As discussed when we use the accrual method for Income we are over stating income on months where we really do not take in that much income. Most of our income comes in the first 4 months of the year.

As per the Bylaws: **ARTICLE XII – ADMINISTRATION, Section 3 item (f)** Financial Reports. Monthly and year-end financial reports shall be prepared in accordance with generally accepted accounting practices (GAAP) on an accrual basis OR such other method as may be approved by the Board.

Janice Ashford (District 7) motioned to accept the Hybrid Accounting Method for the Monthly and Year End Financial Reporting. Randi Larzalere seconded the motion. A discussion occurred as to why this is a more accurate reporting of the finances and will be done on Quick books, which will easily generate a report. **Vote: Yes-Unanimous. Motion carried.**

Bank Balances as of December 31, 2014

TOTAL Checking, Savings, Investments and Bond Reserve: \$4, 770,313.38

Total Accounts Receivables: \$1,776,932.79

Total Cash Accounts \$4,770,313.38

See Profit & Loss, Balance sheets attached.

VII. OLD BUSINESS:

Randi Larzalere reported that the albizia training demo was cancelled. We can reschedule that demo at any time, if we have enough people interested. We need people to contact Randi Larzalere, the Albizia Committee Chair, to arrange that to happen on a Thursday, which is the best day for all involved.

Letter about debris in easements: We pick up a lot of debris (fallen trees, garbage, et cetera). People put logs in their easements to prevent people from parking in them. It costs money to pick up other people's rubbish so it was discussed that letters should be sent for homeowners to pay for that debris removal because it costs a lot of money to pick up debris.

Emergency plan for office: If lava came down. The office and shop would have to be removed. Suggestions are needed as to where to move them.

VIII. Owner Input (3 minutes per)

William Kussman: Lives on highway 28, as he calls his street, between Shower and Kaloli. He counted 30 cars the other morning and videoed the cars speeding until they noticed him videoing. This morning, at 10:45, he and wife were pulling out of their driveway as a handy man's truck sped around them at 37mph. They called him and he made four letter word comments and hung up on his wife. Wanted to know what can be done about the speed and volume of traffic on his street. Most the traffic is people from our park wanting to get out of the community quickest as well as trying to avoid the construction on 130, so, they head toward Shower. He would like to explore speed bump policy for the street because there's no way to get the police to monitor the speed. The speed policy is being worked on and that concern will be addressed.

Bruce Derrick: Wanted to know when the meeting took place in front of whole board to decommission traffic safety committee. Stated that it was inappropriate to decommission a committee in Executive Session for whatever reason, and even though required reports from that committee had not been issued to the Board as required in timely fashion, so he stated that means it's not. He asked to remove the dead end sign that is two feet from the road is a liability issue. Requested that signs please be placed correctly.

June Conant: Received her bill and was disturbed that per the Bylaws there was no annual update in it, noting that it is required by law. It's a simple one page two-sided document that should be enclosed with annual billing. She was very disappointed with this.

Deborah Hillman: Would like to thank Interim GM, Dr. Jo Maynard and the road crew for getting the end of her road and the easements completely clear. She had asked for it in past and although someone had said it wasn't important despite the fact that a house burned down because emergency couldn't get in there in time, so she profusely thanked them because in the two weeks the signage has been up, not one person has parked there.

Jackie Apigo: Had a question about the activity center pricing of \$10 across board, wondering when that pricing takes effect?

Answer: The required notice will be going out, so it will probably begin the 1st of Feb.

Jackie Apigo stated that she agreed with Randi Larzalere's (District 4) statement regarding the letter removing debris and thanked her district representative for being at the meeting.

Beth Evesong- (Homeowner in District 5) Seconded what Deborah Hillman said regarding the dead end and fire trucks that couldn't get in back in 2013 with thanks to Interim GM, Dr. Jo Maynard for

putting up no parking signs which have allowed access to their driveway and for which she was very grateful and thankful to the Interim GM and the road crew.

She had received an easement letter in April 2014 about being charged for removing cost of the debris, noting that in the past the owners have been required to pay for easement debris removal. She stated her hope that the HR committee will make an update on the hiring of replacement staff and what's going on with the website because it hasn't been in good shape for a while. She hopes that it'll get resolved and that new info like the Albizia Committee can be posted along with info on how to get involved.

Kenneth Schweitzer: Spoke regarding flyer a few years ago that said a few of the roads would not be paved, noting that back then no one started paving the roads for three years after the bond was passed, so where was the money for three years? Wondered if someone used the money and then put it back because that's fraud. He also wanted to know why the tractors weren't rolling after that bond passed.

None on present Board were on the Board at that time, but it was noted that The Union Bank actually pays the money and it's held by the bank at all times.

David Prager: (Homeowner District 8) Lives on "Highway" 28 – he uses it but he doesn't speed....he pays road fees like everyone else and so when he goes to Hilo he goes down road 28, but noted that he shows respect when he drives down the road. Felt that the Road safety committee should come back.

IX. NEW BUSINESS:

The Conch newsletter – Ruth Mizuba (District 2) is working on the newsletter, noting that it last went out January of last year and there should be three put out per year. She's looking for articles of interest or things people would like in it, going on to ask that people submit those ideas or articles to the office. She stated that all input and contributions are appreciated to put out the next Conch Newsletter. She went on to report that a column about businesses in the park is desired, along with a notice to the community with the reinforcing announcement that easements need to be cleared as well as info to remind folks of what their obligations are. ATVs are not legal nor to be ridden on the roads of HPPOA. The police are not targeting speeders in the park except when a specific situation is brought to their attention.

X. Committee reports:

Path Committee: John Seastrom: went over the Path committee mission statement, which is "to increase awareness of the need for safer walking and biking pathways and routes as well as to develop collaborative initiatives and funding for the formation of pathways and routes in Hawaiian Paradise Park and the greater Puma community. They have about six members right now and they will start sending their minutes to the office again. More volunteers welcome. The Path Committee meets in the Hui Library at 6pm on the third Tuesday of every month.

Announcement:

Due to the resignation of the current members of the HR committee, **Craig Crelly (District 3) motioned to install new members on the HR Committee and make a new report with Moani Pai-Page as the new Chairman. Randi Larzalere (District 4) seconded the motion.** A discussion occurred. **Vote: Yes-5, No-0, Abstain-3(Janice Ashford/District 7, Dr. Jo Maynard/District 5, Ruth Mizuba/District 2) Motion carried.**

The HR committee resigned so a new board director has been elected. Moani Pai-Paige is the new board director. Another lively discussion occurred about the old and reformation of the HR Committee occurred and that some confusion had occurred because a member of the HR committee had become a Board member. The Board emphasized they do not want to violate the Bylaws and they wanted to correct any possible confusion or violations of the HR committee. The confusion was discussed in great detail revealing that there had been perceived discrepancies in the last Board's HR committee makeup as well and all was due to various interpretations of the Bylaws. It was made clear through the discussion that the Board wants to do the correct thing. The sequence of events was explained in detail to the membership. It was an unintentional overage of Board members, but they were on the Interview panel and many experts on the Board or from the community ARE allowed on the interview panels. Nothing illegal occurred per legal counsel. It was noted by Mr. Ganon (District 1) that he wanted to see the potential hires resumes before hiring this evening. **Craig Crelly (District 3) rescinded the motion making Moani Pai-Paige (District 6) the HR Chair. Randi Larzalere (District 4) seconded the motion. Vote: Yes-Unanimous. Motion carried**

Ruth Mizuba (District 2) motioned to reinstate Janice Ashford (District 7) to the HR Committee. Dr. Jo Maynard (District 5) seconded the motion. Another lively and transparent discussion occurred as the Board sorted out what happened through the sequence of events and how they wanted to fix any possible discrepancies. **Vote: Yes-3, No-3, Abstain (Moani Pai-Page/District 6, Francis Ganon/District 1). Motion tied/did not carry.**

Randi Larzalere (District 4) motioned to appoint Moani Pai-Paige (District 6) as HR Chair. Craig Crelly (District 3) seconded the motion. Vote: Yes-5, No-2 (Dr. Jo Maynard-District 4, Janice Ashford-District 7), Abstain-1 – Ruth Mizuba (District 2). Motion carried.

BJ Mullenix (District 9) motioned to hire Don Morris as the temporary GM. Janice Ashford (District 7) seconded the motion. Discussion: where are the copies of the resumes for all the board to see. If he's hired temporarily, as an at will employee, this should be done in executive session. President re-emphasized the desire to be transparent, but it's illegal and against the bylaws to discuss personnel issues in public, so that motion to hire was dispensed and motion died without a vote. **Motion was rescinded.**

Moani Pai-Paige (District 6), as HR Chair, requested two community volunteers for the HR committee. *Dan Larzalere* (District 4) volunteered and stated that he spent 45 years in elevator biz and the last 7 as a recruiting, hiring interviewer in his trade as well as has some past experience in HR work. *Deborah Hillman* (District 8) volunteered and stated that she is a retired MSW Social worker for the VA – she worked in psych emergency room for 20 years and knows a lot about people and reading them well.

June Conant (District 1) volunteered and stated that she always wanted to help this present Board as well as has past Board experience with this process from before and she wants to help.

A paper vote occurred to select from the three volunteers to get two. Dan Larzalere (District 4) and Deborah Hillman (District 8) were elected to help serve on the HR Committee.

Active Committees were clarified while paper vote was counted for HR Committee volunteers: CAC, Emergency Action Committee, Path Committee, Albizia Committee, Fugitive dust Committee, Finance Committee, HR Committee, Bylaws Committee, Nomination committee.

Craig Crelly (District 3) motioned to task the HR committee to do the job interviews and write the job descriptions. Francis Ganon (District 1) seconded the motion. Discussion: What about all the months of work already done by previous HR committee? It will be looked at and considered by the new HR committee. **Vote: Yes-5, No-0, Abstain-3 (Janice Ashford/District 7, Dr. Jo Maynard/District 5, Ruth Mizuba/District 2). Motion carried.**

Announcements:

Next BOD Meeting: February 18, 2015 at 6:00 p.m.

Next General Membership Meeting: Sunday, February 22, 2015 at 3:00 p.m.

Adjournment to Executive Session

Craig Crelly (District 3) motioned to adjourn to Executive Session. Randi Larzalere (District 4) seconded the motion. Vote: Yes-Unanimous. Motion carried. Meeting Adjourned to an Executive session at 8:05 p.m.

Respectfully Submitted and Approved:

Susan Bambara, Recording Secretary

Randi Larzalere , Secretary

Date

Date

BOD Motions Log 1-21-15

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