



HAWAIIAN PARADISE PARK OWNER ASSOCIATION (HPPOA)  
15-1570 Maku'u Drive, Keaau, HI 96749

**PROPERTY MANAGEMENT RESEARCH COMMITTEE**

**MEETING MINUTES**

(Friday, August 31, 2018)

(9:30 – 11 am Activity Center Library)

**APPROVED**

**Emergency Meeting**

**Committee Members:**

Present: Terri Stratton, Steve Crawford, Ken McGilvery, Jenny Gardham, Leslie Blyth, Judy Sumter

Absent: John Davies, Richard Solie, Peter Frost, Andrea Eftink

Others Present: Leo Warden

**Proceedings:**

• **Call to Order**

- Meeting called to order at 9:00 a.m. by Chair, Terri Stratton followed by a roll call. Three members were absent as noted above.
- Steve Crawford read a portion of Robert's Rules of Order referring to quorum. "Ratification of emergency action taken at a regular or properly called meeting at which no quorum was present". (See Chapter V, The Main Motion "Motion to Adopt and Motion to Ratify") Explanation and discussion followed.
  - This is an emergency meeting called by 2 members, Steve and Ken, to fix the problem with some members lack of participation causing the problem with quorum. The members are authorized to fill vacancies without quorum to create quorum.
  - Steve moved that Leo Warden be elected to the committee, Seconded by Ken
  - **Vote: approved unanimous**

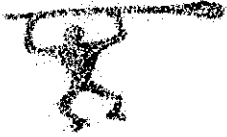
• **Approve Prior Meeting Minutes**

- Steve motions to table prior minutes until everyone has a chance for review. Seconded by Ken
  - **Vote: unanimous approval**

• **Approve Agenda**



- Steve added an addition agenda item then moved to approve agenda, seconded by Ken. The agenda was modified.
  - **Vote: approved unanimous, motion passed**
- **Removal of Non-participating PMRC Members**
  - Several members that joined the committee have not participated in meetings or responded to email communication. RRO allow for those members to be removed from the committee and the committee sizé reduced. The bylaws allow for members to be removed without cause, however, the cause here is non-participation.
    - Steve moved to accept the resignation of Peter Frost. Seconded by Ken McGilvery.
    - **Vote: unanimous approval**
    - Steve motioned to remove John Davies and Richard Solie from the committee as non-participating members. Seconded by Jennie Gardham.
    - **Vote: unanimous approval**
- **Elect New Committee Chairman**
  - Ken McGilvery nominated Steve to be chairman since he's made the most contributions and put a huge amount of effort to make the committee successful. Terri also offered to be chair since she has participated in all the committee meetings. Discussion followed.
    - During discussion, Steve withdrew his name from nomination.
    - Ken moved to elect Terri as chairperson of the committee, seconded by Jennie.
    - **Vote: approved unanimous**
- **Discuss PMRC Letter for Hawaiiiana Management Co.**
  - Steve distributed the letter for the Hawaiiiana Management Company, LTD to the committee for review and discussion.
    - The committee understands that there is a lot of resistance for this committee to exist. The request for the BOD to provide the requested correspondence has gotten no response. Although the letter was drawn up by the committee, it requires a board members signature.
- **FY 2018-2019 Budget Review As Related to Employee and Road maintenance Costs**



- Steve distributed copies of the report to the members for discussion. The figures are guidelines for discussion with the professional management companies. The goal is to save money and determine which company is most capable of servicing the Association.
- **Adjourn**
  - The meeting was adjourned at 11:00 am
- **NEXT MEETING:** Not scheduled