

**Hawaiian Paradise Park Owners' Association**  
**APPROVED—Board of Directors**  
**Meeting Minutes**  
**Wednesday, June 19, 2019**

### 1) Call to Order

Kathleen Shaw (District 3) called the Board of Directors Meeting to order Wednesday, June 19, 2019 at 6:06 p.m. Quorum was established. The meeting took place in the HPPOA Activity Center Library.

### 2) Roll Call

**Board of Directors:** Mary Couch (District 2), Kathleen Shaw (District 3), Tanya Seaver (District 4), Mayelin Stillwell (District 5), Craig Crelly (District 6), Leslie Blyth (District 7).

**Absent:** Larry Lawaauhau, President (District 1), Chris Anderson (District 8).

**Owners:** Owners were present.

**Guest:** Don Morris, General Manager

### 3) Approve Agenda

*Agenda changes discussed:* 1. K- 1<sup>st</sup> Paving and H- \$1000 per day fine if incomplete in 30 days placed under D- Road Paving. 2. Combine I- Reserve Study Cost (Chris Anderson) with B- Reserve Study (Kathleen). 3. 2019-2020 Budget and 3-5 Year CIP Budget include in Treasurer's report.

**Kathleen Shaw (District 3) moved to approve agenda as amended. Tanya Seaver (District 4) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

### 4) Election Results

*Maddie Green, President of the Nanawale Community Association, addresses the board.*

Maddie Green thanked the board for allowing Nanawale to count the ballots for the third year in a row. She was not able to be there and her staff was frustrated because one of the persons in the room was talking.

One observer was appointed and two others were present aside from the ballot counters. She expressed concern that one person in the room was talking. She stated that the deal was the observers were to be silent and counters were to count ballots only and not do anything with the master sheet.

Maddie Green gave District 3 sealed envelope containing election results.

*Sealed enveloped was opened and revealed District 1 winner is Larry Kawaauhau and District 6 winner is Craig Crelly.*

### 5) Approve Minutes

Some board members expressed concern they had not had time to review the minutes. 5 sets of minutes need to be approved. February 20, 2019 minutes were done by the former recording secretary and concern was mentioned on who would make those corrections.

**Kathleen Shaw (District 3) moved to send any minute corrections to Craig Crelly (District 6) and approve corrected minutes at next meeting. Mary Couch (District 2) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

## **6) Presidents' Report**

No presidents' report.

## **7) Treasurers' Report**

Treasurers' report distributed.

*District 4 addresses the board.*

Finance committee deliberated over three different budgets and voted to send one budget to board for approval. Budget presented to the board.

Capital Improvements Plan is strongly suggested by audits. Finance committee developed three and five year plan to be approved by board.

Another suggestion from the audit is to do a reserve study that accesses all of the roads and comes up with a plan and study on what it would cost to do all roads.

Audit is in July and needs to be done before July. Suggestion by last year auditor was to do feasibility study.

District 4 resigns at end of board meeting. Resignation letter read. See letter below.

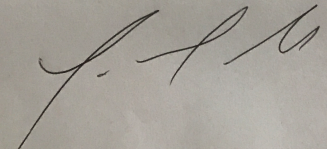
am officially submitting my resignation at the end of tonight's board meeting June 19th 2019.

My decision was not taken lightly. I am not resigning because of any wrong doing on my part or any inconsistencies within the corporation I sincerely believe the Association has legally upheld all records of the financials and the funds which are and have been protected. I am not resigning due to the threats I've received from community members, committee members, or certain board directors that engage in constant threats of lawsuits against other directors when decisions made are not in line with theirs.

I am resigning because I feel  
Our board is not and cannot be effective while having directors that claim to be helping but their actions are adverse to the Association goals. Our board cannot accomplish any improvements without these same directors constantly degrading both the board they are committed to and the corporation. The board has stood in unity as the majority and for a year now has tried to fulfill projects that would be beneficial to our community only to have a constant battle with certain directors over every step of the way to halt all progress.

My biggest regret is that I feel this board could have done amazing things for the community.

My advise to future directors, committee members, and the entire membership is move forward learn from the past don't dwell in it . Educate yourself as I too believed certain directors-and members until I did the absurd thing of educating myself on association business and thinking on my own.



**Tanya Seaver (District 4) moved to approve the budget and CIP (Capital Improvement Plan).  
Leslie Blyth (District 7) seconded the motion.**

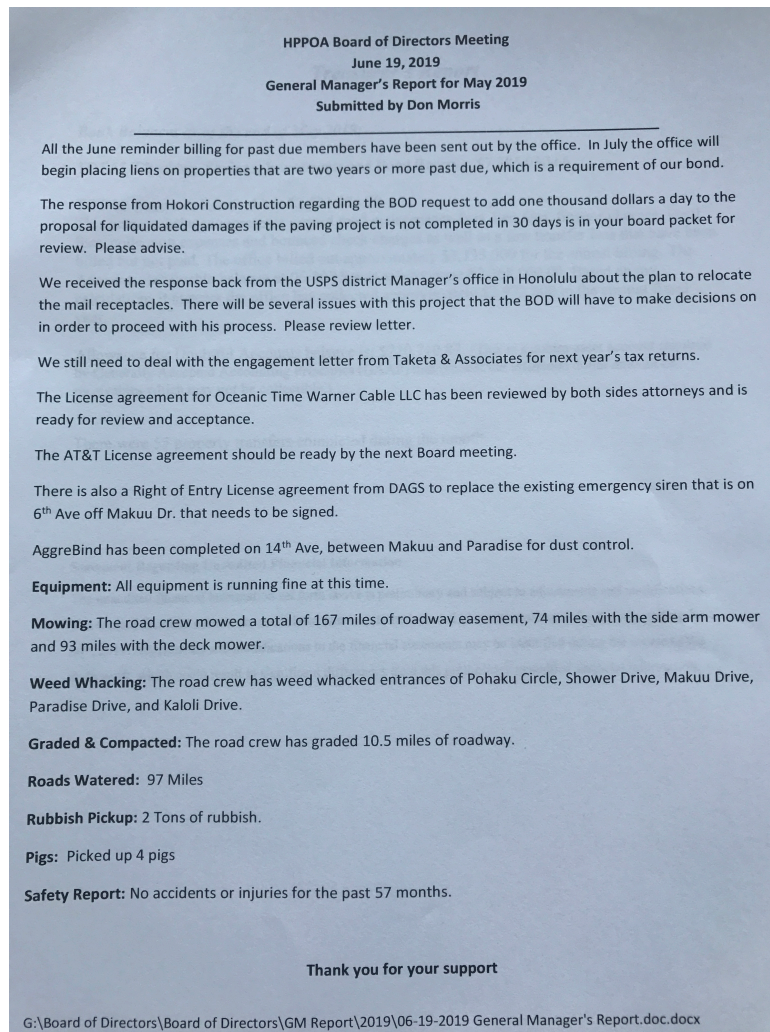
*Board went over several items within the budget and CIP.*

**Budget approval. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

**Kathleen Shaw (District 3) moved to approve the Capital Improvement Plan with the change under "relocate mailboxes off of easement," add "/additional mailboxes units". Craig Crelly (District 6) seconded the motion. Vote: Yes- 5, No-0, Abstain- 1, Mayelin Stillwell (District 5).**

## 8) GM Report

*General Manager addresses the board. See attached picture of GM report.*



*Discussion concerning paving 1<sup>st</sup> street and contract: Concern expressed that penalty is needed to ensure contractor will complete the job in 30 days. There was no mention of LD's (liquidated damages) within original RFQ so contractor responded that if they were to accept the \$1000 per day penalty, they will do the same for the proposal, charge \$1000 per day each day completed before 30 days.*

**Mary Couch (District 2) moved to go with original contract that was presented and not charge \$1000 per day penalty. Kathleen Shaw (District 3) seconded the motion. Vote: Yes- 3, No- 2, Mayelin Stillwell (District 5) and Leslie Blyth (District 7). Tanya Seaver (District 4) stepped out of the room and did not vote.**

*Discussion regarding if same company doing audit will do taxes: Estimated the cost will be same or less than last year.*

**Kathleen Shaw (District 3) moved for auditors to do taxes. Mary Couch (District 2) seconded the motion. Vote: Yes- 6, No-0. Unanimous. Motion carried.**

Monies generated from Time Warner Cable LLC will go into non-roads account.

**Kathleen Shaw (District 3) moved to accept contract with Time Warner Cable. Craig Crelly (District 6) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

**Tanya Seaver (District 4) moved to sign Right of Entry agreement from DAGS to replace existing emergency siren. Kathleen Shaw (District 3) seconded the motion. Vote: Yes-6 No-0. Unanimous. Motion carried.**

## **9) Committee Reports**

*Mailbox Committee:*

*Adriano Teixeira addresses the board for the mailbox committee.*

1. Asked board to approve deed and attorney opinion letter to clarify that lands being considered for the mailboxes can be used for mailbox so it's clear to the owners there's no legal rami. 2. Letter from USPS stated they are in lined with picking two or 4 locations for mailboxes. The committee wants 4 locations and realizes that there may only be monies for 2 locations. Design layout is being worked out by the committee to give to board for approval.

*Community Resources:*

*Judi Houle addresses board.*

Emergency Preparedness Information is prepared and ready to be placed on website.

Asked that if anyone has equipment that could be used during emergencies to share cell numbers. Any resources and contact numbers can be sent to Judi via email.

**Mary Couch (District 2) moved to approve to put all emergency preparedness information on website. Kathleen Shaw (District 3) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

## **10) Unfinished Business**

a) Stop sign liability

The concern is vehicles on main roads are speeding and discussion is how to control speed. GM will ask insurance company about liability and talk to Don Smith about feasibility of having stop signs on main roads.

- b) Legal opinion on road

GM has meeting with attorney about legality of landlocked land.

- c) Bookkeeping company for office

GM reached out to several companies including firm that does audit to discuss doing accounting off-site. He learned accountants don't want to deal with receivables and 30 percent of payments come in cash. The accounting firms have to come one site and look at accounts to quote price and still will need someone to take in receivables. No accountant will work out of the office. May be an issue with auditors because there's no control.

**Mary Couch (District 2) moved to authorize professional accountants/bookkeepers to review HPPOA books/accounts to determine services and associated fees. Kathleen Shaw (District 3) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

- d) Board instructions to the by-law committee

District 5 asked that GM give board whole set of 414D.

District 4 left the room at 8:36 p.m.

5 minute break taken at 8:40 p.m. and resumed at 8:47 p.m.

- e) Reserve study cost

- f) Water board policy

Owner hasn't called back about permission to get county water.

## **11) New Business**

- a) Meeting minutes

District 5 wants all HPPOA minutes and recordings from former recording secretary. District 5 is looking for executive minutes from February to June of last year.

- b) Orientation Meeting

There is no need for an orientation meeting because there are no new board members.

## **12) Owner Input**

*Leilani Bronson addresses the board.*

Asked the board to ask for help. By-law that are being considered should be formatted so that on one side the old by-law is seen and on the other side, the changes can be seen. In 2010 an attorney signed off on form and legality. She doesn't see board members on working committees except one board members who resigned that evening.

Kathleen Shaw (District 3), Craig Crelly (District 6), Tanya Seaver (District 4), and Mary Couch (District 2), all handed the General Manager letters of resignation.  
Quorum lost at 9:21 p.m.

See below letter of resignation from District 2.

From: Mary Couch  
RE: Letter of Resignation  
To: Hawaiian Paradise Park Board of Directors

Dear Team:

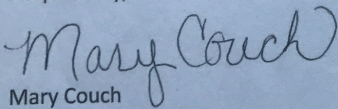
It is with regret that I tender my resignation from the Hawaiian Paradise Park Board of Directors effective 06/19/2019 at 9 pm. I'm grateful for having been given the opportunity to work and serve as a member of the Board of Directors for the past year serving District 2 constituents.

During this year I have come to realize that I do not have the skill set needed to help this team move beyond all the personal conflicts, to fulfill the oath we each took to serve this community. I was under the impression that we all had a similar vision, but were merely hung up on to get there. Sadly, I was wrong, there is not one vision or even a team, but a very large gap with sides that I'm not qualified to help build a bridge of repair for.

I'm hoping that advance notice will provide the BOD the opportunity to find a more qualified replacement to represent District 2 constituents. Please find a representative that will complement and help build a team, and will effectively assist the BOD with the mission of serving our community and improving roads.

I will return the items given to me as a director at the meeting on the 19<sup>th</sup>.

Respectfully,

  
Mary Couch

District 2 Representative

**I, A. Majidah Lebarre, undersigned as an independent neutral third-party, present this report as a summary of these events to the best of my ability.**

\_\_\_\_\_  
**A. Majidah Lebarre, Recording Secretary**

\_\_\_\_\_  
**Date**

**Upon acceptance,**

\_\_\_\_\_  
**HPPOA Board Secretary**

\_\_\_\_\_  
**Date**



**Motions Log for BOD Meeting 6-19-19**

**Kathleen Shaw (District 3) moved to approve agenda as amended. Tanya Seaver (District 4) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

**Kathleen Shaw (District 3) moved to send any minute corrections to Craig Crelly (District 6) and approve corrected minutes at next meeting. Mary Couch (District 2) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

**Tanya Seaver (District 4) moved to approve the budget and CIP (Capital Improvement Plan). Leslie Blyth (District 7) seconded the motion. Budget approval. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

**Kathleen Shaw (District 3) moved to approve the Capital Improvement Plan with the change under "relocate mailboxes off of easement" add "/additional mailboxes units". Craig Crelly (District 6) seconded the motion. Vote: Yes- 5, No-0, Abstain- 1, Mayelin Stillwell (District 5). Mary Couch (District 2) moved to go with original contract that was presented and not charge \$1000 per day penalty. Kathleen Shaw (District 3) seconded the motion. Vote: Yes- 3, No- 2, Mayelin Stillwell (District 5) and Leslie Blyth (District 7). Tanya Seaver (District 4) stepped out of the room and did not vote.**

**Kathleen Shaw (District 3) moved for auditors to do taxes. Mary Couch (District 2) seconded the motion. Vote: Yes- 6, No-0. Unanimous. Motion carried.**

**Kathleen Shaw (District 3) moved to accept contract with Time Warner Cable. Craig Crelly (District 6) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

**Tanya Seaver (District 4) moved to sign Right of Entry agreement from DAGS to replace existing emergency siren. Kathleen Shaw (District 3) seconded the motion. Vote: Yes-6 No-0. Unanimous. Motion carried.**

**Mary Couch (District 2) moved to approve to put all emergency preparedness information on website. Kathleen Shaw (District 3) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**

**Mary Couch (District 2) moved to authorize professional accountants/bookkeepers to review HPPOA books/accounts to determine services and associated fees. Kathleen Shaw (District 3) seconded the motion. Vote: Yes- 6, No- 0. Unanimous. Motion carried.**