

Hawaiian Paradise Park Owners' Association
APPROVED—Board of Directors' Meeting
Meeting Minutes
Wednesday, July 21, 2021

1. Call to Order

Board of Directors' meeting called to order by Larry Kawaauhau (District 1) at 6:00 p. m. Taken place at the HPPOA Activity Center Library. Social distancing and mask protocols were upheld.

2. Roll Call

Present: Larry Kawaauhau – District 1/President; Corky Schoonmaker – District 2/Treasurer; Kenneth Helgren – District 4/Secretary; Kari Hoffman – District 5; Jim Marquez – District 8. Quorum Established. Jeffrey Finley – District 9 (Arrived at 6:15); Emma Hogle – District 3 (Appointed to District 3 at 6:40 pm). Also present: Don Morris – General Manager; Barbara Lively – Recording Secretary

Absent: Craig Crelly – District 6/Vice President; Chante Ching – District 7.

3. Approve Agenda (July 21, 2021)

Larry Kawaauhau (District 1) moved to approve the meeting agenda as amended by changing the wording of item “e” from “fencing” to “survey” and by adding item “g”, ACM Consultant, under “New Business”. Kari Hoffman (District 5) seconded the motion. Vote: Yes - 5. No – 0. Unanimous. Motion carried.

4. *Resolution* No video recording, taping, photographing of Board Meeting without approval of a Majority of the Board.

Kenneth Helgren (District 4) moved to enact a Resolution prohibiting video recording, taping, photographing of Board Meetings without approval of a Majority of the Board. Jeffery Finley (District 9) seconded the motion. Vote: Yes – 4. No – 1 (Dist.5). Motion carried.

5. Approve past minutes of June 16, 2021

Kenneth Helgren (District 4) moved to approve the June 16, 2021 meeting minutes as amended by correcting an error on page 3, item d), changing “BOD’s” to “Newton Chu”. Larry Kawaauhau (District 1) seconded the motion. Vote: Yes - 3. No - 0. Abstain – 2. (Dist. 5 and Dist. 8) Motion carried.

6. President's Report

Larry Kawaauhau (District 1) welcomed the new board members and reminded them of their roles and responsibilities as board members, including but not limited to;

Being respectful to other board members and HPPOA staff, keeping the confidentiality of information discussed at board meetings, not spending HPPOA money foolishly, not telling other board members or HPPOA staff what their jobs are, learning and focusing on their own roles and working together as a board.

7. Vice President's Report

There was no Vice President's report.

8. Treasurer's Report

Treasurer Corky Schoonmaker (District 2) addressed the board:

As of the end of June 2021, the Checking, Savings, Investments and Bond Reserve is \$8,313,741.54

Accounts receivable is \$2,573,857.06

Annual billing was approximately \$3,132,000.00

Allowance for Doubtful Accounts is \$626,238.95

There were approximately 82 property transfers during the month of June.

9. GM's Report-Don Morris

General Managers written report was read by Don Morris, given to the board and available to the audience.

The office will start processing liens on past due Road Maintenance accounts this month.

The road crews has started installing C88 road reflectors on Kaloli Dr. and should be finished by the end of the month, weather permitting.

The project to open up 17th street Makuu to Paradise to through traffic has been completed.

The paving project for 12th Paradise to Kaloli, 6th Makuu dead end and 14th Kaloli dead end should be starting around the first or second week in August.

Equipment: The Case grader is back on the road, the sidearm mower, water truck and cub cadet are all down waiting for parts.

Mowing: The road crew mowed 72 miles of roadway easement with the side arm and 46 miles with the deck mower.

Grading: Widen, dropped 1 1/2 " base course, graded and compacted 9 miles of roadway.

Hot Mix: Filled potholes on 26th MP and 33nd Makuu.

Weedwacking: Pohaku Circle, Drive and Place, Shower Dr. and corners on Paradise Drive.

Roads Watered: 61 Miles of roadway watered.

Rubbish Pickup: 2.25 tons of rubbish

Dead Animal Pickup: 3 Pigs

Safety Report: No accidents or injuries for the past 79 months.

10. Committee Reports

a. Finance Committee Report

Corky Schoonmaker (District 2) reported that the Finance Committee has not been assembled. Due to the cancellation of the June 2021 General Membership meeting, the Finance Committee will continue with the same members. New committee members will be elected at the General Membership meeting in February 2022.

11. New Business

a) Fill vacant District #3 Directors position

There were 2 applicants that submitted a Board of Directors Candidate Consideration Form, Albert Schiszler, who was not present and Emmalani Hoglund, who was present.

Kenneth Helgren (District 4) moved to cast written votes to determine the next District 3 Director. Larry Kawaauhau (District 1) seconded the motion. Vote: Emmalani Hoglund – 6. Albert Schiszler – 0. Unanimous. Motion carried. (Emmalani Hoglund took the Oath of Office and signed the form which was administered and witnessed by the Board Secretary).

b) Nominate and vote in New Officers of the Board

Kenneth Helgren (District 4) moved to nominate Larry Kawaauhau (District 1) as HPPOA Board President. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

Kenneth Helgren (District 4) moved to nominate Craig Crelly (District 6) as HPPOA Board Vice President. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

Larry Kawaauhau (District 1) moved to nominate Kenneth Helgren (District 4) as HPPOA Board Secretary. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

Larry Kawaauhau (District 1) moved to nominate Corky Schoonmaker (District 2) as HPPOA Board Treasurer. Kenneth Helgren (District 4) seconded the motion. Vote: Yes – 7. No – 0. Motion carried.

c) Approve current Conflict of Interest Policy

Kenneth Helgren (District 4) reported that every year, every board must adopt a Conflict of Interest Policy that applies to all board members, committee members and Association employees. A copy of the current policy (Re-adopted July 15, 2020 Conflict of Interest Policy) was included with the board member meeting materials.

Corky Schoonmaker (District 2) moved to adopt the Re-adopted July 15, 2020 Conflict of Interest Policy. Kenneth Helgren (District 4) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

d) Approve version of Robert's Rules to be used at Meetings

The HPPOA Board of Directors currently uses the 11th Edition of Robert's Rules of Order.

Kenneth Helgren (District 4) moved to continue using the 11th Edition of Robert's Rules of Order. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

e) Getting bids for survey of property with Historical Markers that need to be preserved

Groups of people are TRESPASSING on property that they don't belong on or have permission to access. Historical artifacts were identified in a study conducted in 1985 on the property that need to be preserved and protected. The board expressed its concerns regarding HPPOA's legal responsibilities for trespassers that may get hurt on the property or cause damage to historical sites and/or artifacts. The board would like to put a fence around the property to protect historical sites and prevent trespassing but feels an archeological study of the property needs to be conducted first.

Kenneth Helgren (District 4) moved for the General Manager to get bids for a consultant to conduct an Archeological Survey of the 29 acre parcel on 17th Street. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

f) Special Membership Meeting to be held in the Activity Center on September 4, 2021 at 3 pm

As per Article VII, Section 2, of the By Laws, a Special Membership Meeting has been requested and will be held on September 4, 2021. The board felt that some of the proposed agenda items will be moot and other items are currently in litigation and cannot be discussed by HPPOA board members.

Kari Hoffman (District 5) moved to go ahead with the Special Membership Meeting as per the By Laws. Jeffery Finley (District 9) seconded the motion. Vote: Yes – 5. No – 2. (D1 and D8) Motion carried.

g) ACM Consultant

Kenneth Helgren (District 4) reported that a communication from ACM Consultants Inc. was received by the office regarding the development of a Roundabout at Makuu and Hwy 130. The communication seeks permission to conduct a site visit and invites board members to accompany the consultant on August 18, 2021 as the proposed project will effect HPPOA property. Jim Marquez (District 8) and Larry Kawaauhau (District 1) will meet prior to the site visit and will accompany the consultant on August 18, 2021.

12. Old Business

a) Beginning the second week of August the following roads are approved for paving

- 1) 6th Makuu Dead End
- 2) 14th Kaloli Dead End
- 3) 12th Paradise to Kaloli

b) Basketball Hoops and Backboards

Corky Schoonmaker (District 2) reported that he will be having metal backboards fabricated on island, use the old hoops and get new nets which will save money and time.

c) Update on Attorney in regard to By Laws

HPPOA BOD's need to start a new search for new attorney.

d) Opening of 17th St. between Makuu and Paradise

Work has been completed and the road is open.

e) Conch updated and looking for additional information for the community

Emmalani Hoglund (District 3) will work with Tanya Seaver to keep the Conch updated and relevant to the membership, considering Volcano newsletter as a model.

f) AT&T Tower

Construction for the AT&T tower has begun.

13. Announcements:

Next Board Meeting is August 18, 2021

Next General Membership Meeting is October 31, 2021

14. Adjourn to Executive Session

Kenneth Helgren (District 4) moved to adjourn to Executive Session at 8:05 p.m. Jeffery Finley (District 9) seconded the motion. Vote: Yes–7. No–0. Unanimous. Motion carried.

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

Barbara Lively, Recording Secretary

Date

Upon acceptance,

HPPOA Board Secretary

Date

**Motions Log for BOD Meeting, Wednesday,
July 21, 2021**

Approval of July 21, 2021 meeting agenda:

Larry Kawaauhau (District 1) moved to approve the meeting agenda as amended by changing the wording of item "e" from "fencing" to "survey" and by adding item "g", ACM Consultant, under "New Business". Kari Hoffman (District 5) seconded the motion. Vote: Yes - 5. No - 0. Unanimous. Motion carried.

Approval to enact Board Resolution regarding recording of BOD's meetings:

Kenneth Helgren (District 4) moved to enact a Resolution prohibiting video recording, taping, photographing of Board Meetings without approval of a Majority of the Board. Jeffery Finely (District 9) seconded the motion. Vote: Yes - 4. No - 1 (Dist.5). Motion carried.

Approval of past meeting minutes: June 16, 2021:

Kenneth Helgren (District 4) moved to approve the June 16, 2021 meeting minutes as amended by correcting an error on page 3, item d), changing "BOD's" to "Newton Chu". Larry Kawaauhau (District 1) seconded the motion. Vote: Yes - 3. No - 0. Abstain - 2. (Dist. 5 and Dist. 8) Motion carried.

Appointment of District #3 Directors position:

Kenneth Helgren (District 4) moved to cast written votes to determine the next District 3 Director. Larry Kawaauhau (District 1) seconded the motion. Vote: Emmalani Hogleund - 6. Albert Schiszler - 0. Unanimous. Motion carried. (Emmalani Hogleund took the Oath of Office and signed the form which was administered and witnessed by the Board Secretary).

Nominate and vote in New Officers of the Board:

Kenneth Helgren (District 4) moved to nominate Larry Kawaauhau (District 1) as HPPOA Board President. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes - 7. No - 0. Unanimous. Motion carried.

Kenneth Helgren (District 4) moved to nominate Craig Crelly (District 6) as HPPOA Board Vice President. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes - 7. No - 0. Unanimous. Motion carried.

Larry Kawaauhau (District 1) moved to nominate Kenneth Helgren (District 4) as HPPOA Board Secretary. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes - 7. No - 0. Unanimous. Motion carried.

Larry Kawaauhau (District 1) moved to nominate Corky Schoonmaker (District 2) as HPPOA Board Treasurer. Kenneth Helgren (District 4) seconded the motion. Vote: Yes - 6. No - 0. Abstain - 1 (D5). Motion carried.

All newly elected officers were administered and signed the applicable Oath of Office and Statement of Officers forms, witnessed by the board secretary (the Board Secretary's forms were witnessed by the recording secretary), except for Craig Crelly (District 6) who was absent.

Approve current Conflict of Interest Policy:

Corky Schoonmaker (District 2) moved to adopt the Re-adopted July 15, 2020 Conflict of Interest Policy. Kenneth Helgren (District 4) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

Approve version of Robert's Rules to be used at Meetings:

Kenneth Helgren (District 4) moved to continue using the 11th Edition of Robert's Rules of Order. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

Getting bids for survey of property with Historical Markers that need to be preserved:

Kenneth Helgren (District 4) moved to have the General Manager get bids for a consultant to conduct an Archeological Survey of the 29 acre parcel on 17th Street. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes – 7. No – 0. Unanimous. Motion carried.

Approval of Special Membership Meeting in the Activity Center on September 4, 2021 at 3pm:

Kari Hoffman (District 5) moved to go ahead with the Special Membership Meeting as per the By Laws. Jeffery Finley (District 9) seconded the motion. Vote: Yes – 5. No – 2. (D1 and D8) Motion carried.

Adjourn to Executive Session:

Kenneth Helgren (District 4) moved to adjourn to Executive Session at 8:05 p.m. Jeffery Finley (District 9) seconded the motion. Vote: Yes–7. No–0. Unanimous. Motion carried.