

**Hawaiian Paradise Park Owners' Association**  
**Approved Board of Directors Meeting**  
**Wednesday, January 15, 2025**

**1, Call to Order**

Board of Directors meeting called to order by Jeff Finley District 9 at 6: 02 pm. It took place at the HPPOA Activity Center.

**2. Roll Call**

*Board members present:* Jason Schillewaert District I, Darice Unick District 2, Alissa Hanshew District 3, Lanell Lua District 6, Naomi Hirayasu District 7, Teresa Bayne District 8, and Jeff Finley District 9.

*Board member(s) absent:* Melina Rajaei District 4 and Karin Hoffman District 5

*In attendance:* Larry Torres General Manager.

**3. Approve Agenda**

**With addition of 10F report from nominating committee, 14E motion to adopt IRA policy and delete 13, no presentation.**

**Jeff Finley District 9 moved to approve the January 15, 2025 agenda. Teresa Bayne District 8 seconded the motion. Vote: Yes - 7, No - 0, Abstain 0. Motion carried.**

**4. Approval of December 4, 2024 Minutes Edits**

**Alissa Hanshew District 3 moved to Table the December 4, 2024 meeting minutes. Teresa Bayne District 8 seconded the motion. Vote: Yes - 7, No - 0, Abstain - 0  
Motion carried.**

**5. Approval December 18, 2024 Minutes**

**Teresa Bayne District 8 moved to Table the December 18, 2024 meeting minutes. Lanell Lua District 6 seconded the motion. Vote: Yes - 7, No - 0, Abstain - 0 Motion carried.**

**6. President's Report**

*Alissa Hanshew District 3 to read report from Karin Hoffman District 5 President*

*Copy of President report attached*

## **7. Vice President's Report**

*Jeff Finley District 9 Vice President, no report*

## **8. Treasurer's Report**

*Teresa Bayne District 8 to read Treasurer's Report, with change from*

*"There were approximately 44 property transfers during the month of November"* to

*"There were approximately 44 property transfers during the month of December"*

*And will make said above change to website.*

*Copy of Treasurer's report attached.*

## **9. GM's Report**

*Larry Torres GM to read GM report*

*Jason Schillewaert District 1, what are we doing for water for our water truck? where are we getting it?*

*Larry Torres GM, we are getting it from the same spigot, we were able to renew the license for that spigot. Is good for same 180 days from approval which was a couple weeks ago.*

*Jason Schillewaert District 1 with question of still looking into a well?*

*Larry Torres GM, yes we are still looking into well.*

## **10. Committee Report**

### ***A. Finance Committee***

*Teresa Bayne District 8 addressed the board. Did not meet due to the proximity of Christmas. Next meeting is January 27th, 2025 at 12:30pm in library. A budget workshop on January 14, 2025, which went well, progress was made and they will continue to work on the budget until it is completed at which time they will present to board.*

Regular meetings are held 4th Monday of every month.

## ***B. Bylaw Committee***

*Ray Holybee addressed the board.* Last meeting January 8, 2025. Referred to complexity of meetings, next meeting will be done virtually for greater participation, also resignation of one of the board members, thank you to Jason Schillewaert District 1. Next meeting on the 22nd will be virtual. Definitions of bylaws are still left.

Teresa Bayne District 8, question with resignation does committee meet statutory requirements as written in bylaws of composition of committee?

Committee has only 4 members, bylaws require 5. 3 board members and 2 community members, stated by Alissa Hanshew District 3.

Jeff Finley District 9, asked for a director to serve on the bylaws committee? Teresa Bayne District 8 would volunteer for the position.

**Jeff Finley District 9 motion to accept Teresa Bayne to Bylaws Committee. Naomi Hirayasu District 7 second. Yes - 6 No - 0 Abstain 1 Teresa Bayne District 8.**

## ***C. Human Resource Committee***

*Naomi Hirayasu District 7, no report.*

## ***D. Cultural Preservation Committee***

*Lanell Lua District 6, last meeting Jan 11, 2025. Unable to address all agenda items or take any actions due to the abrupt ending of the meeting, due to a person sitting in the nonmember area, who was filming and posting the meeting live on Facebook. Keoni Alvarez and crew are currently working around burial site and will start rock wall soon. January 16 is the Hawai'i Island Burial Council meeting advance presentation on the treatment plan for the area being worked on, via zoom at 9:30am. Next meeting is February 8 at 10am in the library. Do not have zoom address for meeting. Physical address is 19 E. Kawili St. Hilo.*

*Discussion ensued about lady who caused the disruption of the meeting. Lanell Lua District 6 will be enforcing non access for said lady to meeting room.*

## ***E. Mailbox Beautification Committee***

*Teresa Bayne District 8 to present report on behalf of Jeanette and committee.*

*Committee meets twice a month. Have clear, set schedules for clean up, clearing and beautification of sites. Sites at 6th and 4th, Both sites are progressing, although the site at 6th is further than on 4th, due to consistency of volunteers at sites.*

*Committee meetings are now once a month on the second Monday at 11am in library or via zoom. Teresa Bayne District 8th unable to answer any questions.*

## ***F. Nominating Committee***

Debbie Skaggs Chair of Nominating Committee. Committee has met on December 20th and January 3rd. Finalized material for posters and banners, made purchases and posted them around HPP.

Next meeting is on January 17th, where we will start working on April candidate.

Larry Torress GM, commented on visibility of signs and amount of calls office gets on them.

## **11. Community Resource Report**

*Judi Houle addressed the board.* November food pantry largest of the year 777 people. December 17th food pantry, food and gifts, 720 people. Home deliveries also made. January 28th next food pantry, 1pm -3pm

Tropical garden class this Saturday, most popular class of the year 9am- 11am free. Wildfire discussion ensued about education, awareness and resources.

**12. Owner Input (limited to 3 minutes each) Please submit your questions/statements in writing to be included in minutes**

*Jennifer Meyers address board, 4 way stops as opposed to speed humps.*

**13. Unfinished Business**

***A. Update on Mailbox Project***

Jeff Finley District 9 no further update from the post office probably due to holidays so we are standing by.

Larry Torres GM, lighting on 16th should be installed this week. Prep work done, completed this week.

***B. Review New Proposal from Okahara & Associates regarding***

Copy of Proposal attached

Teresa Bayne District 8 did not receive a copy of the proposal.

**Teresa Bayne District 8 motion to table discussion until proposal can be cleared up.**

Larry Torres GM commented on the update of the proposal.

**Motion second by Alissa Hanshew District 3, Yes - 6 No - 0 abstain 1 Naomi Hirayasu District 7**

***C. Review RFP for speed humps on cross streets***

Jeff Finley District 9 conversation ensued with Jason Schillewaert District 1 on his review of RFP.

Larry Torres GM to answer on changes to RFP.

Discussion ensued on said RFP and details of.

**Teresa Bayne District 8 moved to amend RFP to Jason Schillewaert District 1 suggestions and approve revised RFP. Jason Schillewaert District 1 seconded the motion. Vote: Yes - 5, No - 0. Abstain - 2 Naomi Hirayasu District 7 and Darice Unick District 2.**

**Larry Torres GM deadline to update tomorrow by 7:45am - 8am**

***D. Update on GET tax Situation***

Alissa Hanshew District 3 to read report from Kari Hoffman President District 5

Report attached.

**14. New Business**

***A. Discussion on Bylaw violations on driveways on main roads***

**Teresa Bayne District 8 motion to submit to attorney a proposal on enforcing our bylaw adopted in 2009, serve 3rd and final notice to close said driveway or done by board at owners' cost. Jeff Finley District 9 second. Yes - 6, No - 0, Abstain - 1 Naomi Hirayasu District 7**

***B. Ratification of Renewal of Agreement for Ted Hong, Attorney for Foreclosures***

**Naomi Hirayasu District 7 motioned to approve ratification. Teresa Bayne District 8 second. Yes - 7, No- 0, Abstain 0**

***C. Designate a school zone at Malamalama School on Makuu***

***Teresa Bayne District 8 motion to designate the entire portion on Makuu 200ft mauka and 200 ft makai of The Malamalama Waldorf School as a school zone. Lanell Lua District 6 second Yes - 7, No - 0, Abstain - 0***

*Discussion issued on speed limit, signage and who is responsible for cost.*

***Teresa Bayne District 8 motioned to have Karin Hoffman District 5, herself (Teresa Bayne) and Larry Torres GM to meet with the school to work out details of speed limit, signage and responsibility of costs. Lanell Lua District 6 second. Yes - 7, No - 0, Abstain - 0***

*Larry Torres GM commented that new signs to replace the old faded signs at Malama School did come in and were replaced as of 9am this morning.*

*D. Discussion about Conch*

*Discussion ensued about the meaning of, purpose of and renaming of Conch.*

*E. To open a simple IRA plan at Edward Jones*

***Teresa Bayne District 8 motioned to contact Tara Rowlett at Edward Jones, to set up a simple IRA for HPPOAA employees that would allow all current employees as of June 30th 2025 and hire after that date are eligible upon their 2 year employment anniversary. We set the HPPOA contribution rate at 3% matching for participating employees and 0% for participating employees. Alissa Hanshew District 3 second. Yes - 6, No - 1 Jason Schillewaert District 1, Abstain - 0***

## **15. Announcements**

Next board meeting is February 19, 2025 at 6 pm.

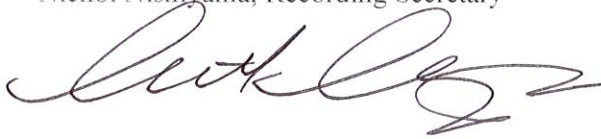
Next General Membership meeting is February 23, 2025 at 3 pm.

## **16. Adjourn**

**Teresa Bayne District 8 moved to adjourn. Alissa Hanshew District 3 seconded the motion. Vote: Yes - 7, No - 0. Unanimous. Motion carried. Meeting adjourned at 7:43 pm.**

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

Nichol Nishiyama, Recording Secretary



Date:

April 16, 2025

Upon acceptance,



HPPOA Board Secretary

4/16/2025

Date

**HPPOA Board of Directors Motions**

**Log**

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