

## Bylaws Committee Minutes

February 20, 2026

1. Roll Call – 9:03am  
Patti Szot – Chair  
Jeanette Baysa  
Al Yax  
Gus (Robert) Krajicek - Absent  
Julie Rice
2. Approval of Feb 20, 2026 agenda  
Jeanette made the motion to approve agendas for Feb 20, 2026, Julie seconded, unanimous vote.
3. Review and Approve meeting Minutes for Feb 11, 2025  
Julie made the motion to approve the Bylaws minutes from Feb 11, 2026, Jeanette seconded, unanimous vote.
4. Old Business
  - a) Pro and cons for the 3 issues  
There was an intense discussion of the wording for pros and cons for each issue. There were changes to the wording of issue 1 based on a comment from the Board of Directors meeting on Feb. 18, 2026, since HPPOA does not have the capability to place the original date onto the delinquency notice (or whatever the HPPOA staff has been sending out). Several alterations were made to the pros and cons for Issue 1. Patti made the motion to accept the changes to Issue 1, including pro and cons; Jeanette seconded, unanimous vote. The committee had some minor modifications to the pro and cons of Issue 2. Patti made the motion to approve Issue 2, including pro and cons; Julie seconded, unanimous vote. The committee suggested one change to the cons for Issue 3. Patti made the motion to approve Issue 3, including pros and cons; Jeanette seconded, unanimous vote. Appendix 1 contains all three approved Issues with pros and cons.
5. New Business
  - a) General Membership Meeting  
There was discussion concerning how the chair was going to present the issue to the General Membership meeting. There were many suggestions made. Patti indicated she would work on it and send it out to members to read and make changes before the General Membership meeting to be held on Sunday Feb 22, 2026.
6. Next Meeting  
March 11, 2026
7. Meeting Adjourned at 11:00am  
Patti made the motion to adjourn, Jeanette seconded, unanimous vote

Patti Szot, as acting secretary, wrote the minutes

## **Feb 22, 2026 General Membership Meeting**

Aloha HPPOA Association Members,

Below are portions of the bylaws that has been amended by the Bylaws Committee. **Bold, underlined** words are added to the original statement. Word's that are ~~strike through~~ will be removed. Everything else is original text. Pro and con portions indicate reason to vote for or against the changes indicated. At the Board of Directors meeting on Feb 18, 2026, the Board approved issues 2 and 3 (Yes – 3, No – 2, motion carries); those two issues can now move forward for legal review.

**Issue 1** Article XII, Section 3 (d) Delinquent Accounts:

**A delinquency notice shall be sent to a lot owner who is delinquent 60 days after Annual Road Maintenance fees are due. The delinquency notice shall show the delinquent amount, due date(s) upon receipt, and interest (not to exceed 10% per annum) due as of the notice date. The Association shall use every reasonable and customary effort to collect delinquent accounts as per Article XI. Subject to member preference, the Association shall send follow up notices by E-mail (when HPPOA has the ability) or other written correspondence. Any Consent shall be revocable by member request made either in person at the HPPOA office, by written notice or notice by electronic transmission to HPPOA. It is the responsibility of all lot owners to keep their mailing address current with the Association.**

**For any lot owner delinquent for the first time,** the Association shall mail ~~notices of any delinquency to~~ **the delinquency notice by Certified mail, with return receipt request, to the address shown in HPPOA's current record of owners. This procedure will go into effect the year after the amendment has been approved by the**

PRO	CON
<ul style="list-style-type: none"><li>• Addition of a certified delinquent notice to FIRST time offenders will indicate to the lot owner(s) the gravity of the bill and to promptly pay the bill by the due date.</li><li>• Does not add a financial burden upon the Association, the cost of the certified letter to first time offenders is easily recovered by the delinquent fees collected in that same year (in 2025 delinquent fees were ~40 times more than the cost).</li><li>• At the present time the Association does not have the ability to send out notices of any kind by email (in bulk); therefore, a provision was added when the Association chooses to use email.</li><li>• It is the members choice to have notices sent to them by mail or email, and a statement was added to indicate the process members can take to change their preference, as described in 414D-15.</li><li>• Eliminates liability of the Association in the event of a legal challenge and protects lot owner(s).</li></ul>	<ul style="list-style-type: none"><li>• The Board of Directors feel the current Reminder process is sufficient and certified letters cost is not justified.</li><li>• Certified mail for a delinquent notice is not required by law.</li><li>• First year financial cost will be higher than subsequent years.</li><li>• There may be a need for additional training and/or staff to the Association to be able to tract individuals efficiently.</li></ul>

**membership (Article XVI).**

**Issue 2** Article XII, Section 3 (I) Communications to Members

The Association shall provide members with required notices, news of Association business and matters of community interest. Members shall be provided an option to receive these communications electronically (when HPPOA has the ability) **or by mail; with the exception of including the Annual Billing Payment Notice. The Annual Billing Notice which shall be mailed shall include provisions for an embedded secure electronic payment to HPPOA (when HPPOA has the ability). Annual Billing Notice shall also include information for other methods of**

**payment and consequence to lot owner(s) if the current Annual Bill is not paid (interest, fees, lien charges and inability to vote in certain affairs of the Association). “Electronic transmission (i.e., emails, payment, notices, etc.)” means any form of communication, not directly involving the physical transmission of paper, that creates a record that may be retained, and reviewed by a recipient thereof, and that may be directly reproduced in paper form by such recipient through an automated process.**

<p>PRO</p> <ul style="list-style-type: none"> <li>• At the present time the Association does not have the ability to send out notices of any kind by email (in bulk); therefore, a provision was added to accommodate when the Association chooses to use email.</li> <li>• It is the members choice to have notices sent to them by mail or email, and a statement was added to indicate the process members can take to change their preference, as described in 414D-15.</li> <li>• Annual bill shall include information concerning other means of paying the bill and consequence of not paying the Annual Bill.</li> <li>• The changes were written to be proactive for when online billing and payment is available</li> </ul>	<p>CON</p> <ul style="list-style-type: none"> <li>• There may be a need for additional training and/or staff to the Association to be able to tract individuals efficiently.</li> </ul>
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**Issue 3) Article XII, Section 3 (I) subsection 2. Fiscal Statement**

Within 60 days of the fiscal year end, the Association shall prepare and mail **or (when HPPOA has the ability) email (based upon member preference)** annually to each member a statement containing:

- a. Decisions impacting the Association legally or financially
- b. The President’s Statement on the state of the Association.
- c. The Treasurer’s Annual Report, which shall include the Association’s fiscal year-end financial statement (unaudited) and 3 -year capital improvement plan.
- d. Board and member meeting dates and other items as may be required by these bylaws.

**Any consent shall be revocable by the member by written notice, notice by electronic transmission or in person at the HPPOA office.**

<p>PRO</p> <ul style="list-style-type: none"> <li>• As for the previous bylaws amendments, statements have been included to address when the Association has the ability to email notices to lot owner(s) and how lot owner(s) can change their preference.</li> </ul>	<p>CON</p> <ul style="list-style-type: none"> <li>• There may be a need for additional training and/or staff to the Association to be able to tract individuals efficiently</li> </ul>
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