Hawaiian Paradise Park Owners Association
Policies and Procedures Committee
Minutes
August 4, 2026 6pm

1) Call to Order - meeting called to order by Molly Suarez, D4, at 6pm
2) Roll Call
   - Teresa Bayne - present
   - Kari Hoffman - present
   - Debbie Skaggs - present
   - Keith Redman - present
   - Patty Egan - present
   - Molly Suarez, D/4 - present
   - Jason Schillewaert, D/1, VP - absent

   Audience/Guest: Patti Szot

3) Approve Agenda - Kari suggests moving 7a to 6b, no objections, motion to accept agenda as amended by Kari, second by Debbie, unanimous (5/0) approval

4) Approve Minutes of 6/9/26 meeting - minutes to reflect that motion to adjourn was made by Kari seconded by Debbie, motion to approve minutes as amended by Kari, second by Keith, ayes 4, nays 0 , abstain 1(Egan)

5) New Business
   a) Elect Chairperson - Debbie Skaggs nominated by Keith second by Kari, ayes 4, nays 0, abstain 1 (Skaggs). Debbie assumed role as meeting chair and conducted remainder of meeting
   b) Elect Secretary - Kari Hoffman nominated by Patty, second by Keith, ayes 4, nays 0, abstain 1 (Hoffman)

6) Old Business
   a) 4.8 Social Media - change to 4a(iv) from “stragety” to matters. NO additional changes. Motion to present to BOD at meeting on 8/5/26 by Debbie, second by Kari, unanimous approval. Teresa to make change, forward to committee and BOD.

7) New Business part 2
   a) 4.6 Finance and Accounting Internal Control Process - referred back to committee by BOD, all recommended BOD changes incorporated, additional change to 9c made, splitting it into 9c and 9d for clarity. Motion to approve and return to BOD by Debbie, second by Patty, unanimous approval
   b) 1.4 Liens - discussion and various changes to be incorporated in version 2. Teresa will update and have for next committee meeting.

c) Proposed Policies list discussion - committee members volunteered to create first drafts of the following
   i) Whistleblower policy - Patty
   ii) Boot Allowance - Keith
   iii) Transfer Fees - Molly
   iv) Mailbox key Distribution - Kari
   v) Update Activity Center rental contract - deposit forfeiture, cancellation policy - Debbie
   vi) Land Use (revisit) TABLED until BOD approves additional work

8) Announcements

   Next P&P Cmte meeting Sept 1, 2026 at 6pm - Committee meetings will remain the FIRST TUESDAY of each month, 6pm

9) Adjournment - motion to adjourn by Keith, second by Patty, meeting adjourned at 7:35pm

Minutes prepared by Kari Hoffman