

**Ainaloa Community Association Board of Directors
Minutes of Meeting held December 5, 2022**

CALL TO ORDER

The meeting was called to order at 6:07 p.m. by President Randy Kilhoffer.

ATTENDANCE

Members present: Michael Dodge, Ed Eisermann, Joyce Harris, Randy Kilhoffer, Michael Pipta.

Members absent: Judy Haney, Wendy Martin

Guests present: Gwendaline Day, Bonnie Hall, Doug Hall, Becky Jones, and Nekisa Mahzad.

AGENDA

State Representative Chris Todd was unable to attend as planned because of a flight delay. He will meet with Board representatives later in the week, to be announced.

Statements from guests

Jason Nau, sales representative from Exerplay, presented information on playground design and equipment. He explained how current standards for these have developed and changed over the years and reported the optimum choices in terms of square footage of greenspace or play area per user, as well as area design to capture the greatest engagement of users. He informed the Board that to provide the safest play surface (a Playpod instead of grass or sand) the cost would be anywhere from \$15 to \$50 per square foot, and that to create a well-designed play area of 1500 to 2000 square feet, the total cost would run anywhere from \$150,000 to \$200,000. He left printed materials for the Board to study and consider.

Bonnie Hall addressed the issue of insufficient mailboxes, adding that she is getting the runaround from Pahoia Post Office personnel. We observed that we are, as well. President Kilhoffer gave a brief history of our inability to obtain a response to our requests from the local Postmistress, and vowed to keep trying.

Nekisha Mahzad is interested in serving on the Board, and was encouraged to apply at the Association Office. She reported that the builder of the house across the street from her broke the road pavement with the constant entrance and exit by heavy equipment during its construction. President Kilhoffer will direct our road crew to look at it and determine who would execute the remedy, Ainaloa or the builder.

Gwendaline Day reported that thus far there have been no resident volunteers to participate in the Christmas parade. She plans to approach local businesses to make entries in the parade. President Kilhoffer indicated that the Ainaloa brush truck and tractor will enter the parade.

Becky Jones reported that the November Yard Sale netted \$1,065.14. She requested that a bank account be set up to put these monies into. Treasurer Michael Pipta will establish this account.

Becky also encouraged the Association to apply for 501(c)(3) status to gain financial help for playground development.

Minutes – Review of minutes of the meeting held on November 7, 2022.

BE IT RESOLVED that the minutes of the meeting held on November 7, 2022, be approved as presented. Motioned by Michael Dodge, seconded, and unanimously approved.

COMMITTEE REPORTS

Treasurer's Report – Michael Pipta submitted September expenditures. The balance on hand in the General Account is \$852,732.77, and in the Payroll Account is \$13,836.67.

All bank statements are kept on file at the Association Office.

BE IT RESOLVED that the Treasurer's report be approved as presented. Motioned by Joyce Harris, seconded, and unanimously approved.

OLD BUSINESS

Update on Hibiscus tree removal and paving – Though the paving is complete, a couple of areas require attention. The in-house road crew will address these. Judy Haney and Wendy Martin are awaiting a report from a second surveyor who assessed the tree root situation and will inform the Board when his information is available.

Update on USDA Grant – Joyce Harris reported that we still await a UEI number from SAM (System for Award Management) in Washington.

Update on new mailboxes – We have been unsuccessful in securing a response to our request from the Pahoa Postmistress with her commitment that she has sufficient staff to accommodate delivery to an additional 200 mailboxes, should they be installed. Representative Chris Todd will meet with Board members on Wednesday, December 7, to discuss how to approach this impasse.

Update on repairs to playground bathrooms – The quote from HPM presented by Wendy Martin at the November meeting was deemed reasonable. Therefore,

BE IT RESOLVED that the quote from HPM in the amount of \$2,831.61 be approved for the repair of the playground bathrooms. Motioned by Randy Kilhoffer, seconded, and unanimously approved.

Update on progress of TMC database to Quickbooks – Our office staff continues to work with our Bookkeeper and our Accountant to complete the migration. Discrepancies in public records versus TMC records are being unraveled and reconciled and have constituted a time-consuming process. Certain financial adjustments in billing arrangements have been made, and the process continues to move forward. Both the TMC system and the Quickbooks system are being run simultaneously to minimize oversights.

Update on the promotion of baseball workshops - Joyce Harris reported that she contacted Tyler Quintanella and explained that the Board is willing to provide him with publicity and will reserve a portion of our field for his lessons if he is willing to pay a nominal fee for use of the field. There has been no response from Tyler.

Short- and mid-term ACA savings allocations – This will be a topic of discussion at the forthcoming Budget Committee meeting.

Nominating Committee for Board candidates for March 2023 meeting – Postings on our website in mid-November indicate that there are two openings for Board positions to be filled at the March 2023 annual meeting. The nomination period will end on December 9.

Possible proxy or ballot revisions – Joyce Harris presented a final draft of the new Ballot/Proxy form that will be mailed to property owners in January 2023.

NEW BUSINESS

Update on Spay and Neuter Clinic – Becky Jones reported that the clinic held in November for dogs was very successful. The providers explained that a clinic for cats will need additional resources, and the Board agreed to make the Longhouse or the Multi-purpose Storage Facility available for a cat spay-neuter clinic on an as-needed basis, when possible..

Acquisition of a 501(c) (3) status for Neighborhood Watch – Ed Eisermann and Becky Jones will meet to begin this process.

MOVE TO EXECUTIVE SESSION

BE IT RESOLVED that the Board move to an executive session at 7:55 p.m. to discuss a personnel matter. Motioned by Michael Dodge, seconded, and unanimously approved.

ADJOURNMENT

In a motion by Randy Kilhoffer, seconded, and unanimously approved, the executive session was adjourned at 8:23 p.m.

In a motion by Randy Kilhoffer, seconded, and unanimously approved, the general meeting was adjourned at 8:24 p.m.

Next meeting: Monday, February 6, 2023.

Joyce Harris, Secretary