

**Ainaloa Community Association Board of Directors
Minutes of Special Meeting held March 20, 2023**

CALL TO ORDER

The meeting was called to order at 6:02 p.m. by President Randy Kilhoffer.

ATTENDANCE

Members present: Ed Eisermann, Judy Haney, Joyce Harris, Randy Kilhoffer, Wendy Martin, Michael Pipta. Members absent: Michael Dodge

Guests present: Adam and Tammi Broad, Donna Chinn, Desmond Divine, Gerry Hanley, Becky Jones, Carol Kankosky, Steven Krown, Ruth Love, Daniel Zwayer

AGENDA

Minutes – Review of minutes of the meeting held on February 6, 2023.

BE IT RESOLVED that the minutes of the meeting held on February 6 be amended to reflect that Michael Pipta inquired into obtaining liability insurance coverage to include a dog walking park and was unsuccessful in finding it. There was no intent to search further. Motioned by Randy Kilhoffer, seconded, and unanimously approved.

OLD BUSINESS

Netcom proposal – This proposal includes Netcom’s agreement to build a new content management system on a secure platform containing all of ACA’s existing data. This includes integration with a merchant processor and a donation page, to facilitate online dues payments. Netcom will host the site using a WordPress platform.

BE IT RESOLVED that Netcom’s proposal be accepted to build a new website for ACA and to move us to a new merchant vendor, at a cost of \$2,450. Motioned by Michael Pipta.

The motion was amended to include, once built, costs to host the site may not exceed \$200 per month. Amendment motioned by Randy Kilhoffer, seconded, and unanimously approved.

Tractor purchase – Ed Eisermann invited Adam Broad to provide relevant information once again on tractor availability. Case tractors are very popular throughout Hawaii, and Adam says Case parts are easily obtained since they are warehoused here. He will speak with Case again to secure all information pertinent to our possible purchase.

It was suggested that if our own tractor is out of service, we consider using a rental tractor or a service to mow our easements.

NEW BUSINESS

Cancellation of PayPal – As part of the Netcom agreement noted above, we will terminate our business agreement with PayPal once our website is hosted by Netcom.

Integration with Cardpointe – In completion of the terms of the Netcom agreement noted above, we will implement Cardpointe as our merchant vendor.

The projected date for these changes will be roughly three weeks following our official approval of the Netcom proposal.

Park care by the Groundskeeper – This item will be addressed at a future board meeting.

Lien assessment from property-to-person at a per-page cost – Becky Jones suggested that the lien must first go to a judgment, then it can go to the person. Wendy Martin stated that our office manager can assign it to both the property and the person using our present record-keeping system, at no additional cost. Randy Kilhoffer would like to know the cost of going to a judgment, and Becky Jones volunteered to locate that information.

Foreclosures on Liens and Other Dues Collection Options – Current information on lien foreclosures indicates that the cost appears to be prohibitive unless the lien is of a certain magnitude. Information relative to how other homeowner associations in the area are handling unpaid dues was provided, and a suggestion was made that the ACA might consider the use of a collection agency. Several members in attendance volunteered to form a committee to draft a policy and procedure for addressing unpaid dues beyond just the imposition of a lien on a property. Becky Jones will coordinate the committee.

Request to reserve part of the sports field – A member of the association has requested a small portion of the field to be set aside for a yoga class she would like to teach on a weekly basis. She asserts that she is certified and well-insured with liability insurance. The board requested specifics, such as the day and time, and the location of the field she would like to reserve. Joyce Harris will communicate with her about this request.

EXECUTIVE SESSION

At 7:25 p.m. the meeting was adjourned to executive session to discuss a personnel matter.

In a motion by Michael Pipta, seconded and unanimously approved, the executive session was adjourned at 8:13 p.m.

ADJOURNMENT

In a motion by Michael Pipta, seconded, and unanimously approved, the meeting was adjourned at 8:14 p.m.

Next meeting: Monday, April 3, 2023.

Joyce Harris, Secretary