**Ainaloa Community Association**

**Minutes of Regular Meeting**

**October 2, 2023**

**CALL TO ORDER**

The meeting was called to order at 6:04 p.m. by President Randy Kilhoffer.

**ATTENDANCE**

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

Association members present: Gary and Robin Benedict, Becky Jones, Norrin and Karen Lau, and Ruth Love.

President Kilhoffer was called from the meeting; Vice President Judy Haney assumed the chair.

**STATEMENT FROM GUESTS**

Robin and Gary Benedict informed the board about nuisance roosters on the property adjacent to theirs. These roosters are in poultry housing and are thought to be raised for fighting purposes. Their crowing presents a constant noise annoyance, and the Benedicts inquired whether or not the ACA bylaws could be amended to prohibit roosters.

Becky Jones said that she has already checked with the County on this issue and was told that owners/renters can do pretty much what they want. County Planning Director Zendo Kern reiterated this when Becky spoke with him. Becky mentioned that there is a meeting scheduled for Saturday, October 7 at Aunty Sally’s Luau Hale in Hilo to discuss a twenty-five-year plan for Hawaii County, and that this issue may be addressed at that meeting.

Because of County zoning and other regulations, regretfully, the board did not believe it had the authority to create restrictions in its bylaws.

Becky Jones announced the Neighborhood Watch meeting to be held on Tuesday, October 10 at the Longhouse picnic tables; a September movie night scheduled for Friday, October 13th, and the Neighborhood Yard Sale in the Longhouse on Saturday, October 14.

Ruth Love inquired about jurisdiction over the park and playground area, saying that she was attempting to make an enhancement to the toddler area and was told “by an employee” that she lacked the authority to do so. The board will look into this further and will clarify protocol with the appropriate party.

**APPROVAL OF MINUTES**

Review of minutes of the special meeting held September 7, 2023.

**BE IT RESOLVED** that the minutes of the meeting held on September 7, 2023, be approved as presented. Motioned by Wendy Martin, seconded, and unanimously approved.

**COMMITTEE REPORTS**

**Treasurer’s Report** – Michael Pipta submitted the September treasurer’s report. As of September 30, 2023, the balance on hand in the General Account was $847,213.34, and the balance in the Payroll Account was $22,451.76.

**BE IT RESOLVED** that the Treasurer’s report for September be approved as amended. Motioned by Joyce Harris, seconded, and unanimously approved.

President Kilhoffer returned to the meeting and reassumed the chair.

**Delinquent Assessments Policy and Procedure** – President Kilhoffer has made repeated efforts to contact the Association attorney for answers to critical questions relative to the revised draft document, without success. It was suggested that the ACA send the attorney a hard copy of the draft, along with a cover letter requesting a review and commentary on the proposal. President Kilhoffer will do so.

**OLD BUSINESS**

**Speed bumps for Macadamia Drive** – President Kilhoffer will speak with Loeffler Construction to get a quote on the entire bill for speed bumps for both Uilani and Macadamia Drives, and inform board members, who will decide how to apportion payments and move forward.

**Interest on delinquent accounts** - Interest will accrue as simple interest on unpaid, delinquent balances. It was explained that Simple Interest is calculated as I = P x R x T (Principal, times the rate, times the time). This means that the dollar amount of interest that accrues on a balance during the first year will be added to that balance in years two, three, etc., at the same dollar amount each year.

**Update on system for managing mailboxes and mailbox cost recovery** -

**Billing date change proposed** – It was reported that 41 mailboxes need rekeying. Differing opinions were advanced around whether persons being assigned boxes should pay for the rekeying or not. This matter is yet to be resolved and will be addressed first by the Mailbox Strategic Planning Committee before being presented to the board as a whole.

**Architect for design of mail house structure** – President Kilhoffer will speak with Stacy’s Drafting to learn the possibility of obtaining drawings for our structure.

**Staff access to the Ainaloa website** – Michael Pipta will contact Netcom to learn how to enable our office staff to make changes to our website information.

**Paved walking area around Ainaloa’s park and playground** – The terrain in the area of long grass makes mowing by machine impossible without damage to the machine. This will be brought under control by the use of plant poison. Fencing will be necessary to prevent intrusion by motor vehicles. President Kilhoffer will obtain quotes for fencing the area along Leilani Drive and across the southeast side of the field.

**Shipping costs for adult swings for playground area** – There was no new information with regard to these charges.

**Paved walking area – mowing of long grass section** – In attempting to mow the area surrounding part of the proposed walking trail, the Road Maintenance Lead has learned that the rocky terrain prevents safe mowing using our present equipment. President Kilhoffer will explore the cost of cinder to fill around and between the lava rocks, the cost of asphalt to pave the trail at a width of five feet, and the cost of fencing the border, and will report the results to the board.

**NEW BUSINESS**

**Thanksgiving dinner in the ACA Longhouse** – Becky Jones reported that a poll taken on the Ainaloa Ohana Watch Facebook Page resulted in a number of residents expressing an interest in a Thanksgiving Day potluck dinner to be held in the ACA Longhouse. Becky indicated that an investment in chafing dishes, serving platters, etc., would be made, that turkey and ham would be furnished by the Activities Committee, and that attendees would provide side dishes. She asked that the board consider approving this. The board consented to approve.

**Policy and Procedure Manual – Hiring Policy**

**BE IT RESOLVED** that the Hiring Policy and Procedure be approved as presented. Motioned by Judy Haney, seconded, and unanimously approved.

**Nominating committee for 2024 election of board members** – Joyce Harris reminded the board that developing a slate of nominees for the 2024 election should begin and asked if the board wanted to select a committee to recruit candidates, or to just open nominations to any interested member. The board chose to open the nominations and to use the combination proxy/ballot system utilized in 2023.

**Social media presence for Ainaloa subdivision** – Becky Jones suggested that the board consider beginning a social media site such as a Facebook page, as a communication medium for Ainaloa residents.

The board would like to see the Association’s web page put to greater use in communicating community activities, board discussions and activities, and policies and procedures that directly affect the lives of members. The board would like for our office staff to be able to post to our website. Michael Pipta will learn why our web page maintenance provider is the only entity that can effect change on our website and report to the board at the October meeting.

**EXECUTIVE SESSION**

The meeting moved to Executive Session to discuss a personnel matter at 7:52 p.m. Inn a motion by Michael Pipta and seconded, the Executive Session adjourned to the regular meeting at 8:21 p.m.

**ADJOURNMENT**

In a motion made by Michael Pipta, seconded, and unanimously approved, the general meeting was adjourned at 8:21 p.m.

Next regular meeting: Monday, November 6, at 6:00 p.m.

 Joyce Harris, Secretary