**Ainaloa Community Association**

**Minutes of Regular Meeting**

**November 6, 2023**

**CALL TO ORDER**

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

**ATTENDANCE**

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

Association members present Donna Chinn, Gwendaline Day, Katina Eisermann, Gerry Hanley, Becky Jones, Ruth Love, Daniel Zwayer.

**STATEMENT FROM GUESTS**

Gwendaline Day presented and sought board approval to use a document outlining registration information and rules for those wishing to participate in the 3rd Annual Ainaloa Christmas Parade on December 16.

**BE IT RESOLVED** that the 2023 3rd Annual Ainaloa Christmas Parade Registration Form & Rules document be accepted and approved as presented. Motioned by Joyce Harris, seconded, and unanimously approved.

Ruth Love asked for permission to place a rack in the area near the office to hold soccer balls, basketballs, and other sports equipment. Ruth also has play items for children to use and would like to place them in the area near the playground equipment. The assignment of responsibility for tending these items became a question. Ruth Love will contact Wendy Martin to discuss arranging for the Groundskeepers to look after these items.

**BE IT RESOLVED** that the toddler play items donated by Ruth Love be accepted and permitted a place in the playground area. Motioned by Michael Dodge, seconded, and unanimously approved.

Becky Jones mentioned that there are new Animal Control Agency documents that deal with barking dogs. The current code allows for penalties after 10 minutes of continuous barking, or 20 minutes of intermittent barking within a 30-minute period.

Mark Jones asked permission to use the Longhouse free of charge for the Republican Presidential Caucus to be held on the evening of March 12, 2024. The board agreed to this arrangement, providing that the same consideration be extended to other, similar civic groups.

**BE IT RESOLVED** that the Longhouse be made available free of rental charge, but with the required $100 cleaning deposit, for the Republican Presidential Caucus, on March 12, 2024. Motioned by Ed Eisermann, seconded, and unanimously approved.

Becky Jones announced a forthcoming Movie Night on Friday, November 10th, the Neighborhood Yard Sale on Saturday, November 11th, a Neighborhood Watch meeting on Tuesday, November 14th, and a Newcomers’ Meeting on Thursday, November 16th.

Becky also asked the board if any steps have been taken to improve the water quality in the Longhouse. Joyce Harris recommended the activation of a UV light and the addition of bleach to the catchment tank. It was also recommended that filters be considered.

**APPROVAL OF MINUTES**

Review of minutes of the meeting held October 2, 2023.

**BE IT RESOLVED** that the minutes of the meeting held on October 2, 2023, be approved as presented. Motioned by Judy Haney, 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 $638,012.46, and the balance in the Payroll Account was $21,250.29.

**BE IT RESOLVED** that the Treasurer’s report for October be approved as presented. Motioned by Michael Dodge, seconded, and unanimously approved.

**Delinquent Assessments Policy and Procedure** – President Kilhoffer has received responses to our questions from the attorney. In an effort to complete a finished Policy and Procedure to present to the board for a vote at the December 4 board meeting, the DACC Committee will hold a work session on Monday, November 13 at 2:00 p.m.

**OLD BUSINESS**

**Speed humps for Macadamia Drive** – Two bids were secured for the cost of speed humps, at a cost of +/- $1570 per item. President Kilhoffer will secure a third bid.

**Mailbox user agreement** – A Mailbox User Agreement, drafted by attorney Steven D. Strauss, was presented, and reviewed by the board. Conditions applicable to obtaining and retaining mailboxes were defined in the Agreement.

 **BE IT RESOLVED** that the Mailbox User Agreement be accepted as written. Motioned by Joyce Harris, seconded, and approved by majority vote, with Michael Dodge abstaining.

**Architect for the design of mail house structure** – President Kilhoffer will meet with Stacy’s Drafting later in November to instruct them to create preliminary drawings for the structure. He predicted that the process in total would likely take another year to complete.

**Tractor purchase** – Ed Eisermann will search, both here and on the mainland, for current availability of tractors suitable for our needs, and will report to the board. He was given the authority to make a deposit, once the appropriate tractor is approved.

**Staff access to the Ainaloa website** – Michael Pipta reported that the office staff is comfortable with the current procedure that Netcom adds postings to the ACA website.

**Paved walking area around Ainaloa’s park and playground** – President Kilhoffer presented two quotes for fencing the park area on the Leilani and Tiki Drive sides, one at $23,000+ and one at $59,000+. Ed Eisermann recommended fence post prep by his contact who works with a hydraulic drill. Ed will contact this person.

Steam weeding was explored as an option for grass/weed removal of the rocky section in this area. Reports are that this process requires multiple applications and does not endure beyond a few months. This was deemed an impractical solution for ACA.

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

**NEW BUSINESS**

**Policy and Procedure Manual – Easement Maintenance**

The board was given a draft of a proposed easement use and maintenance P&P and asked to review and be prepared to suggest edits for a final draft at the December 4 board meeting.

**Alarm System for Buildings** – The installation of an alarm system for the ACA buildings was proposed. The board will contact Stan Gapol to ask for his assistance.

**EXECUTIVE SESSION**

The meeting moved to Executive Session to discuss a personnel matter at 7:57 p.m. In a motion by Michael Dodge and seconded, the Executive Session adjourned to the regular meeting at 8:19 p.m.

**ADJOURNMENT**

In a motion made by Ed Eisermann, seconded, and unanimously approved, the general meeting was adjourned at 8:19 p.m.

Next regular meeting: Monday, December 4, at 6:00 p.m.

 Joyce Harris, Secretary