

**Ainaloa Community Association  
Minutes of Regular Meeting  
December 4, 2023**

**CALL TO ORDER**

The meeting was called to order at 6:01 p.m. by President Randy Kilhoffer.

**ATTENDANCE**

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

Association members present: Lindsey Bay, Jerry Bragdon, David Bricker, Desmond Divine, Becky Jones, Wendy Martin, Natasha Shook, Jody Weidemann, Daniel Zwayer, John.

**STATEMENT FROM GUESTS**

Becky Jones reminded members of the Puna Watch meeting on December 7, the ACA Yard Sale on December 9, the Neighborhood Watch meeting on the 12<sup>th</sup>, and the Christmas Parade on the 16<sup>th</sup>.

Becky also asked how mailbox assignments are being administered. President Kilhoffer noted that the process includes setting appointments for those members who have indicated an interest, whose dues are paid in full, and who have scheduled an appointment for furnishing requested documents. Documents include personal identification and proof of ownership or residence in a permitted dwelling. He indicated that there are a total of 224 boxes available, and 140 have been issued, leaving a total of 84 boxes available—enough to accommodate everyone who is currently on the waitlist.

Lindsey Bay complained that she found the process of getting a mailbox key to be cumbersome, in that required personal identification, proof of residence, a permit showing the house completed, and verification of dues paid. President Kilhoffer explained the justification for each of these items and explained that identical documents are required of each key recipient.

Ed Eisermann spoke on former board member Wendy Martin's behalf, saying that Wendy recently experienced an unpleasant interaction with President Kilhoffer that left her feeling very uncomfortable. Wendy added comments and confirmed her resignation from board service based on the incident. Guest Natasha Shook followed by relating a contentious phone call with him. Their observations were given support by Becky Jones, who likewise has experienced antagonistic responses from Randy. In keeping with Robert's Rules of Order, the board pledged to explore this matter further in executive session and take such action as may be appropriate.

An executive session meeting was scheduled for December 18 to discuss the matter.

## **APPROVAL OF MINUTES**

Review of minutes of the meeting held November 6, 2023.

**BE IT RESOLVED** that the minutes of the meeting held on November 6, 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 \$708,287.21, and the balance in the Payroll Account was \$23,125.23.

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

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

**End-of-Year Report** – Treasurer Michael Pipta presented the 2023 EOY Report, which reflects \$67,372.37 remaining in the total revenue account and \$202,170.59 remaining in the total expenses account.

**BE IT RESOLVED** that the Treasurer's end-of-year report for 2023 be approved as presented. Motioned by Joyce Harris, seconded, and unanimously approved.

**Delinquent Assessments Policy and Procedure** – The board deliberated over what percent to charge on delinquent balances, what charge would be levied on liens filed, and at what point foreclosures would be initiated.

**BE IT RESOLVED** that a 12% interest charge be added to delinquent balances, that a \$200.00 fee be assessed when filing a lien, and that foreclosures may be initiated after 18 months of delinquency. Motioned by Ed Eisermann, seconded, and unanimously approved.

## **OLD BUSINESS**

**Update on Pearl Drive Property Sale** - The property sold for a total of \$30,476.08. Treasurer Michael Pipta believes that the proceeds of this sale will most likely represent a taxable item for the Association.

**BE IT RESOLVED** that the proceeds (sale price minus taxes thereon) of the Pearl Drive property be allocated to the ACA Reserve Fund. Motioned by Michael Pipta, seconded, and unanimously approved.

**Quote on speed humps for three roads in question** – In response to members’ request, a third bid was quoted at \$3,090 per hump. This is compared to the first two bids, which came in at +/- \$1570 per hump.

**BE IT RESOLVED** that the board accept the bid presented by Loeffler, at \$1,570 per hump. Motioned by Ed Eisermann, seconded, and unanimously approved.

These speed humps will be distributed as follows:

Back road (Ainaloa Way)	2
Macadamia Drive	2 *
Kuleana Drive	1
Longhouse gate	1

\*Macadamia Drive residents are partially funding their speed humps.

**Update on mailboxes** – Mailbox assignments have begun. The Pahoa Post Office is working to bring their records current so that mail delivery can be implemented with a minimum of delay. It is anticipated to be fully effected in January of 2024.

**Update on tractor purchase** – Ed Eisermann has ordered the new tractor and informed the board of a projected delivery date of March 30, 2024. Since this was a budgeted item for 2023, it is hoped that it can be paid for before December 31, 2023. This tractor has come in under budget. Any residual money will be placed in the Reserve Account.

**Paved walking area around Ainaloa’s park and playground** – President Kilhoffer reported having received three bids but is awaiting a fourth. This item will be addressed at the January 2024 meeting, after that bid is received.

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

**Policy and Procedure Manual – Easement Maintenance**

This item will be discussed at the January 2024 meeting.

**NEW BUSINESS**

**Creation of a Reserve Account for Ainaloa Community Association** – To facilitate the response to damage from natural disasters, or to upgrade ACA parks, playgrounds, or buildings, the board believes it wise to set aside funds for those purposes. The list of potential uses of these funds will be formulated in due course.

**BE IT RESOLVED** that the board establish a Reserve Account at First Hawaiian Bank in Pahoa in the amount of \$250,000. Motioned by Michael Pipta, seconded, and unanimously approved.

**ADJOURNMENT**

In a motion made by Ed Eisermann, seconded, and unanimously approved, the general meeting was adjourned at 8:08 p.m.

Next regular meeting: Monday, January 8, 2024 at 6:00 p.m.

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Joyce Harris, Secretary