

**Ainaloa Community Association
Minutes of Annual Meeting held March 4, 2024**

CALL TO ORDER

The meeting was called to order at 7:25 p.m. by President Judy Haney. For medical reasons that presented limitations to her ability to chair the meeting, Ms. Haney appointed Board Member Michael Dodge to do so.

ESTABLISHMENT OF QUORUM

The existence of a quorum was confirmed.

ATTENDANCE

Board members present: Adam Broad, Michael Dodge, Ed Eisermann, Judy Haney, Joyce Harris, Michael Pipta.

Voting attendees present: Kathleen Agner, Ana Abbey, Amanda Alvarado, Keoni Alvarez, Tanya Aynessazian, Val Belnap, Bruce Blyth, Pamela Bruce, Joao Campos, Bobbi Casanova, Felix Casanova, Donna Chinn, Denise D’Haenens-Luker, Gabby D’Haenens-Luker, Gwendaline Day, Carol Dencker, Greg Dencker, Desmond Divine, Ron Dugon, Jose and Cindy Enovejas, Sharon Fizer, Steve Fizer, Chris Gilbert, Jessie Gonsalves, Gerald Hanley, Vicki Himmelmann, Jim Hoffman, Mercy Hoffman, Becky Jones, Mark Jones, Carol Kankosky, Mary Kennedy, Randall J. Kilhoffer, Marie Kuahiwinui-Eggers, Lori Lorenzo, Robert Lorenzo, Ruth Love, Wendy Martin, Kaninia Mimura, Victor Napier, Peter Nilsen, Amanda Ortiz-Mu, Angelina-Rae Palma, Paula Price, Jason & Kapua Renaud, Janice Reneer, John Reneer, Deita-Lee Rowland, Garrick Rowland, Janus Rufo, Matt and Larda Sherry, Natasha Shook, Reed Shook, Kati Solis, Frances Ann Stone-Cabael, Daniel Trexler, Lynda Waipa, Elin Wilson, Lynn Wilson, Lydia Worswick, Alfred Yadao, Michelle Zalenski, Daniel Zwayer.

Non-voting attendees present: Zack Anderson, Kathleen Brice, Dell-Fin Brooks, Jody Gonsalves, Rylance Makio, Jeffrey Saunders, Kainoa Torres.

RULES OF CONDUCT AT MEETING

Chairman Michael Dodge welcomed those in attendance at the meeting and read the Rules of Conduct. General discussion suggested that the length of floor time taken by any member should be sufficient to introduce their thoughts, but concise enough to allow the meeting to progress at a reasonable rate. Therefore, it was

RESOLVED, that a time limit of three minutes per speaker be permitted.
Motioned by Carol Kankosky, seconded by Ruth Love. The motion carried.

Board member Ed Eisermann was chosen as the timekeeper.

APPROVAL OF MINUTES

BE IT RESOLVED that the minutes of the meeting held on February 5, 2024, be approved as presented. Motioned by Mark Jones and seconded. The motion carried.

BE IT RESOLVED that the minutes of the meeting held on February 22, 2024, be approved as presented. Motioned by Mark Jones, and seconded. The motion carried.

COMMITTEE REPORTS

Treasurer's Report – Treasurer Michael Pipta introduced himself to the group and extended thanks to retiring board members Judy Haney and Joyce Harris. Michael described his daily/weekly tasks as treasurer. He reported 2023 as an unusually beneficial year financially, with \$94,500 in receipts from transfer fees and a marked increase in lien fees. He addressed budget items that might be questioned and provided a Q&A sheet for member reference. Michael updated the group on the status of the new tractor, budgeted for and ordered in 2023, but with a delivery and payment date in 2024. The original tractor selected was “sold out from under us;” a new tractor was ordered, however, was not yet built before end of year 2024 and no VIN was available. Therefore, no final payment was possible. The new tractor is scheduled for delivery by the end of this month, March 2024.

An attendee requested that the board secure a county permit to put additional mailboxes at the current mailbox center location, saying that locating so many mailboxes at that site presents a perilous traffic situation.

Another attendee questioned how the number of new mailboxes aligns with the number of new homes being built. All members on the mailbox request list have been accommodated, however, the inventory of boxes will soon be exhausted. This precipitated further discussion relating to plans for how the ACA will accommodate mailbox needs as residents of the Ainaloa community continue to increase. It made clear that this is a problem that will need continued attention.

A question was asked who the contractor was who paved the road? The contractor was Loeffler Construction Inc., with which the board has been eminently pleased, both in terms of cost and quality.

APPROVAL OF THE 2023-24 BUDGET

Approval of the budget was an item on the ballot; therefore, voting members present were asked to mark their ballots indicating their vote on the proposed budget.

Special Committee Report – Delinquent Assessments Policy and Procedure

Committee Chair Ruth Love explained the policy to the members. Member Joao Campos recommended that Item 4 of the policy requiring that all payments be made within one year from the date of execution be amended to two years. Therefore, it was

RESOLVED that all payments must be made within two years of the date the payment plan is agreed upon.” Motioned by Joao Campos and seconded. The question was not called.

Member Carol Kankosky added that it be made clear that during the payment time, the delinquent members be made aware that they do not have privileges to vote or use the Longhouse.

Member Jim Hoffman questioned the loss of mailbox privileges upon delinquency and asked how that would be administered. There was no response.

He also addressed the referral of such accounts to a collection agency. Member Becky Jones replied that collection agency referrals would be a tool in the toolbox if a member was unresponsive to communications from the Association.

Member Daniel Zwayer questioned how the fact that many Association members have already voted on this issue figured into the calculus.

Member Mark Jones asked if there was a history of any foreclosures in Ainaloa. There was no recollection of such.

Becky Jones stated that this policy was presented to the Association attorney and that the committee made changes according to his counsel.

Member Val Belnap spoke against the Delinquent Assessment motion.

Member Lydia Worswick questioned how penalties would be ascribed if a member was assigned to make decisions for a property, but not to be responsible for payments.

Jim Hoffman reminded members that foreclosure extinguishes all liens.

Joao Campos, in consideration of the many questions and comments,

RESOLVED that his motion made to extend the payment period from one year to two years, be rescinded. Motioned by Joao Campos, seconded, and carried.

Following additional discussion, Mr. Campos motioned to table the issue of the Delinquent Assessment Policy and Procedure, and

RESOLVED that the vote on the Delinquent Assessments Policy and Procedure be tabled until the June 3, 2024 regular board meeting. Motioned by Joao Campos, seconded, and carried by a vote of 34 yeas and 20 noes.

Committee Chairperson Ruth Love would like to speak with everyone who has voiced a complaint about the Policy at this meeting.

QUARTERLY MEMBERS' SESSIONS

Family Activities Chairperson Gwendaline Day asked to speak on a non-agenda topic. Member Joao Campos was in support, therefore it was

RESOLVED to suspend the rules to allow Ms. Day to speak. Motioned by Joao Campos and seconded. By a show of hands, the motion carried.

Gwendaline proposed that there be quarterly owners' sessions—times for owners to get together to catch up on community activities, have open discussion, and share ideas.

June of this year was proposed for such a meeting.

Member Tanya Aynessazian expressed her concern that the time be well-spent and asked that thought be given as to how these sessions would be structured.

Carol Kankosky commended Gwen for all her work for families of the Association, and urged members to take a little of their time to attend these quarterly sessions.

BE IT RESOLVED to hold Quarterly Members' Sessions for open discussion and to advance new ideas for the improvement of the community. Motioned by Mark Jones, seconded, and by a show of hands, the motion carried.

ELECTION OF BOARD MEMBERS

Member Keoni Alvarez questioned the discrepancy on the 2024 Ballot/Proxy form that was discussed at a prior board meeting.

Secretary Joyce Harris reiterated her explanation given at the February 5 board meeting, saying that she accepted a late application for board service because the ballot/proxy material had not yet been sent to the printer, and that a board member opening had just occurred. This prompted last-minute changes to the ballot, one of which was overlooked, causing a discrepancy. Once she discovered this on the 4th of January, she immediately notified board members and initiated a corrective response. Signage was posted in multiple locations at the mail center, at the Longhouse, on the ACA website, and on the Ainaloa Ohana

Watch Facebook page that members had one additional vote available. In addition, she gathered telephone numbers of members who voted for only three candidates and called to inform them that they had a fourth choice available and offered to follow their instructions as to its disposition. Not all were reachable, but all of those who were, were alerted, and their directives were followed.

Member Zack Anderson, a new resident, encouraged members to address their grievances in this member meeting. His view was that the ballot/proxy form was confusing, and he informed the group that his professional skills would qualify him to design a new form, and volunteered to do so.

One member questioned exactly how many positions were being filled at this time. Chairman Dodge explained that the February 25 resignation from the board by Randy Kilhoffer provoked debate among board members about the number of board vacancies then available. Although multiple phone discussions led to fluctuating opinions, the final decision of the board was that four positions were being voted upon at this time.

The annual meeting agenda had moved back and forth between four and five open positions, and was printed while the board was still undecided. It reflected five positions. However, Chairman Dodge confirmed that the vote at this meeting was to choose four positions, in consideration of the hundreds of ballots already received from members who did not know about a fifth open position at the time of their vote.

Joao Campos submitted a solution to, in effect, begin again. Therefore, it was

RESOLVED to discard the current ballot/proxy from today, and at the next regular board meeting establish a procedure for the design and mailing of a new ballot/proxy document. Motioned by Joao Campos, seconded, and carried by a vote of 19 yeas and 5 noes.

In response to a disruptive attendee, a motion was made and passed to remove that guest from the meeting.

To conclude tonight's business, it was

RESOLVED to proceed with the election tonight and make the results of this election provisional until a meeting on the first Monday of August, when we will have a new ballot prepared. Motioned by Joao Campos, seconded, and passed by a majority of members present.

Members present cast their ballots and three tellers were selected to count votes:

Gwendaline Day
Victor Napier
Daniel Zwayer

Election results for all ballots and proxies received were announced by Chairman Dodge, as follows:

Budget For: 313 Against: 24

* Delinquent Assessment P&P For: 239 Against: 32

* These totals represent mailed ballots/proxies only. In-person results were not tallied because the item was tabled at the meeting.

Board members filling the four open positions:

Michael Dodge	433
Becky Jones	321
Adam Broad	294
Mark Jones	293

Additional candidate results:

Natasha Shook	214
Joao Campos	27
Zack Anderson	16
Bruce Blyth	9
Alfred Yadao	2
Carol Kankosky	3
Elin Wilson	1

ADJOURNMENT

In a motion by Becky Jones, seconded, and unanimously approved, the meeting was adjourned at 11:21 p.m.

Next regular board meeting: Monday, April 1, 2024, at 6:00 p.m.

Next annual meeting: Monday March 3, 2025

Joyce Harris, Secretary

**Ainaloa Community Association
Annual Meeting
March 4, 2024**

**RULES OF CONDUCT
(Robert's Rules of Order)**

- 1. Speakers must be members in good standing (dues paid).**
- 2. Before speaking, speakers must first be recognized by the meeting Chairperson and will speak in proper order.**
- 3. Speakers may speak once on a given topic, then yield the floor until all other speakers on that topic have been heard.**
- 4. Speakers who wish to speak more than twice on any issue may do so only with the permission of the Assembly.**
- 5. Those who are disruptive to the orderly process of the meeting may be removed from the room upon a vote of the Assembly to do so.**

Questions as presented by Becky Jones

Q: Last years 'Reserves' now titled 'Budget Surplus' was \$113,100.61 for 2023 and is zero under the actual - why? A: This is a Budget Surplus and was allocated for Mailboxes/Mailbox Maintenance and Tractor Purchase. Mailboxes were purchased and installed. The Tractor was not able to be purchased in 2023, so the Budget Surplus of \$63,654.36 is rolled over to 2024.

Q: A reserve fund for \$250,000.00 was approved in a recent board meeting and a reserve fund was mentioned in the letter that went out in the recent mailing, but does not appear anywhere on the proposed budget. A: The reserve fund has been established at First Hawaiian Bank in the amount approved. The reserve fund account will be reflected on the Treasurer's Reports and on any future P&L Statements.

Q: 2023 Revenue and Expenses do not match. A: Revenue for 2023 exceeded our projections. Road Assessment and Fees were collected in a timely manner - thanks to everyone who made their accounts current - and other money was collected with the sale and transfer of properties some of which is noted for under liens. Additionally, Longhouse Rental has increased and continues to be an asset the Association offers along with a source of income. The surplus was then rolled over to the proposed budget for 2024.

Q: Mailbox/Mailbox maintenance for 2024 proposed is \$45,000.00. How much is for new mailboxes and how much is for maintenance? A: The budget reflects 12 cluster boxes which would be installed along the backside of the current structure at a cost of approximately \$2,200.00 per cluster. Also included in the budget are 4 cluster parcel boxes which cost approximately \$3,300.00 each. Budget for maintenance costs include materials (concrete foundation, bracing of existing structure) to install the boxes, \$5,000.00. The labor for the installation of the 2023 boxes was done by volunteers.

Q: There is a reduction of \$16,000.00 from 2023's actual to 2024 proposed for Accounting/Bookkeeping. What are the savings attributed to? A: The QuickBooks conversion project has been completed - the 2024 budget reflects the Bookkeeper and CPA's services.

Q: Park Common Area Maintenance expense for 2024 was \$4000.00 and projected \$1,500.00 Why? A: Last year the park bathroom roof and structure was replaced and the building painted.

Q: What accounts for additional expenses for Internet and Web Services? A: Additional Expenses were the website redesign. The contract with GoDaddy expired at the same time our website went down.

Q: Telephone expenses were less than projected in 2023 and increased in 2024. Why the anticipated increase? A: We changed service providers when we added the security cameras and were given an introductory rate which has ended.