

Hawaiian Ranchos Road Maintenance Corporation
Board of Directors Meeting Minutes
92-1347 Kohala Blvd., Ocean View, HI 96737
March 14, 2018

In Attendance: Tammie Ewers, Linda Somers, Tom Kraft, Phillis May, Sterling Quier and Brian Lampron. Excused: Mats Fogelvik, Mike Gerbo, and Gabe Hechler.

Guests: Packy Taylor, Kris Taylor, Jerry Halverson, Nancy Bondurant, and Larry Wright.

President, Phillis May called meeting to order at 4:00 pm. Quorum determined.

There was an executive session as there were contracts to decide. Road Maintenance –roads being paved. Work almost complete. Contracted for security gate. Employee job description – reviewed and approved. External audit – sent info to CPA firm on Oahu – waiting for reply.

Minutes: It was noted the minutes from the last meeting were previously reviewed via email. A motion was made by Brian, seconded by Tom. Approved.

Treasurer's Report: The report was submitted for file – no action needed. Federal and State taxes have been filed.

By Law Committee Report: Tabled until next board meeting. No action required.

Road Maintenance Report: There was an update on the current road contract work. Les is out of oil and it was decided to hold off on the section of Hokulani Blvd since it isn't heavily traveled. All is fog sealed and paved to satisfaction. A motion to amend the contract was made by Tom and seconded by Brian. All approved - motion passed.

Create a long term road plan. There was a discussion to create a three to five year road plan. Advantage: better utilize road maintenance funds so we can prioritize. Tom made the motion to begin working on a long range work proposal, develop a chart and get input to develop the criteria. This was seconded by Brian. All approved.

Other Issues:

- **An audit committee comprised of Bob Warner and Phillis May was developed.** The motion was made to have an internal audit committee. They will audit the monthly financials. Sterling made the motion, Tom seconded. The Treasurer, Tammie, abstained from voting. All other board members approved. Motion carried.
- **It is time to consider a computer and software upgrade.** A motion was made to update the software and computer and not to exceed no more than \$1,300. Phillis made the motion, Brian seconded. All in favor – approved.
- **There was discussion to replace street and stop signs.** The estimated cost is \$3000. A motion was made by Brian, seconded by Tom, to purchase new signs. Approved.
- **Dates were proposed for the Newsletter and Annual Meeting.** Deadline to submit newsletter information is July 31, 2018 with a mail date no later than August 27, 2018. The Annual Meeting is scheduled for Saturday, October 20, 2018 – this is the 3rd Saturday per the bylaws.
- **A video camera for the office and for recording meetings was discussed.** Sterling will research. A motion was made by Linda and seconded by Brian to purchase a video camera not to exceed \$300. All approved.
- **The proposed policy for easement along Highway 11 was discussed.** A motion was made by Phillis and seconded by Brian to approve the new policy. It will be posted on our website and our Facebook page. Approved.
- **We will be sending a letter requesting payment for damages to property owner on Prince Kuhio Blvd.** For excessive damage to roadway due to heavy traffic and abuse. A motion was made by Sterling and seconded by Tammie. All in favor.
- **Discussion about cutting wider easement swath with tractor mower.** Brian will research ways to improve current situation.

Sterling made a motion at 5:00 pm to adjourn the meeting. It was seconded by Linda. All in favor.

Respectfully submitted by Linda Somers.

Next Meeting: Wednesday, May 2, 2018 @ 4:00 pm.