

APRIL 15 MINUTES.

Hawaiian Ranchos Road Maintenance Board of Directors Meeting April 15, 2020 Board and Members attended via Teleconference

Draft Meeting Minutes

Call to Order. President, Roy Thornton called meeting to order at 5:07 pm. The chair will be conduct the meeting using Robert Rules of Order. Outlined of rules of order.

Confirmation of Quorum

Present: Roy Thornton, Packy Taylor, Mats Fogelvik, Phillis May, Mike Gerbo, Paul Scott and Gabe Hechler. Chris Pinnow joined after start of meeting. Quorum confirmed by Secretary.

Approval of Agenda. Roy motion to approve agenda as written. All approved. Motion passed.

Welcome of Members

Members Attendance. By teleconference link: Nancy Bondurant, Burt and Michele Ausetz, Mike Hardin, Vette and unrecognized and guest. Members asked to identify themselves.

Approval of Minutes. Roy motion to accept January 8, 2020 Executive Session and Board Meeting minutes with correction, "Quorum confirmed" added. All in favor, Motion passed. Minutes were emailed to Board in advance of meeting.

Officers Report

President Report

Teleconference debut due to Cover-19. Appreciate everyone participation.

Put in place policy to waive late fee until 1 July to any member who cannot afford their yearly dues but are current as of 31 Dec 2019 on all fees and assessments. On 1 July we will review this policy at our quarterly meeting.

New Website. In old business the new website was started and is about 70% ready for publishing. Hopefully by May 15 it will be published and online.

Treasurers Report

Mats Fogelvik. Given and submitted to file.

Committee Reports

Gate Committe Report

Kohala Gate, the existing gate. Repair to gate motor controller is waiting for concrete to cure to move forward.

Prince Kuhio/ Maile proposed gates are in progress.

New Business

Video Conferencing

Roy, motion to purchase video conference equipment for Board meetings up to \$1000 for flat screen TV, microphone, wall hanger. Roy to install. All in favor. Motion passed.

Resignation Vacancy on Board.

Roy, motion that any vacancy as per bylaw 3.5, 414D-111/112 and/or 3.18, 414d, 180 day rule will not be filled until annual election. Mats seconded. All in favor. Motion passed.

Digitizing Financial Records

Roy, motion to purchase 2 terabyte hard drive not to exceed \$100 for digitizing corporate records for enhanced record-keeping and retrieval. Review of present software for digitizing and retrieval. All in favor. Motion passed.

Office Maintenance and Repairs

Building/Storage Maintenance. Maintenance Committee to list needed repairs to buildings and storage. Yearly maintenance list and 3 year plan. Maintenance workers to perform any repairs per job description.

Replacement Door for Storage Container. Tabled

Security Upgrades.

Security Alarm System. Tabled until we hear from insurance company.

Cameras upgraded. Roy, motion to upgrade current 2 outside cameras, not to exceed \$1000. Chris seconded. All in favor. Motion passed.

Packy to take care of upgrading cameras. Plan to move the two present cameras inside building.

Bylaw Rewrite

Roy, motion to hire Steve Glanstein of Management Information Consultants in Honolulu for up to \$3000 to help rewrite our bylaws from an independent professional standpoint to be presented to the members on annual election ballot. Mats seconded. All in favor. Motions passed.

Maintenance Credit / Debit Card

Roy, motion to have \$500 credit card for maintenance employee to purchase maintenance items. Discussion. Amended motion to provide Tom Tyler a \$500 preloaded credit/debit card for maintenance expenses with the least fees. Mike Gerbo, maintenance supervisor, to pre-approve and sign off on any purchases. All in favor. Motion passed.

For the Good of the Order/Guest comments

We do have a date and time certain for our next regular meeting. It is 1 July 2020 pending Covid-19 issues. Any special meeting, per 421J, needing to be held will be noticed 7 days in advance and as appropriate to all board members." Meetings will happen for day to day business per 414d to maintain business and address any issues not needing a board motion. Candidate statements will be needed for upcoming annual election by 12 July, 2020 by 5pm We will update the website, bulletin board, and Facebook with the requirements.

Adjournment and move to Executive Session

After adjournment we will be moving to Executive Session to discuss matters of personnel and pending and potential litigation. We thank you all for your attendance and look forward to continued productive and beneficial interchange in the future. The chair would entertain a motion to adjourn to executive session. All in favor.

Meeting adjourned to executive session at 6:36 pm.

Next Meeting July 1, 2020 at 5 pm.

Next Meeting Update. Next Board meeting changed to June 8, 2020 at 5pm with notice. Motion passed at Special Session on May, 4, 2020. All in favor. Motion carried.(See Special Session Minutes, May, 4, 2020.)

Respectively submitted by Phillis May, Secretary