

Hawaiian Ranchos Road Maintenance

Board of Directors Meeting

June 8, 2020

Board and Members attended via Teleconference

Meeting Minutes

Approved as written 7/6/2020

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

Confirmation of Quorum

Present: Roy Thornton, Packy Taylor, Chris Pinnow, Mats Fogelvik, Phillis May, Mike Gerbo, Paul Scott. Gabe Hechler excused. 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, Barbara Winch and George Cline. Members asked to identify themselves.

Approval of Minutes. Roy motion to accept April 15th Board Meeting / Executive Session and May 4th Special Meeting minutes with corrections. May 4th "Special Session Meeting", changed to "Special Meeting". Treasurer's report to be posted as well as read. All in favor, Motion passed. Minutes were emailed to the Board in advance of the Board meeting.

Officers Reports

President Report. None

Treasurer's Report. Mats Fogelvik. Given and submitted to file.

Secretary Report. Past due accounts. A total of 140 accounts (lots) have past due road fees. 38 owners owe \$165-\$499. 49 owners (lots) owe \$500 - \$999. 53 owners (lots) owe more than \$1,000. Nine of these lots are over \$5,000. All late statements have been sent and we are in the process of collecting on several past due accounts.

Committee Reports

Gate Committee Report. Kohala Gate has been repaired. Prince Kuhio/ Maile proposed gates are in progress.

Road Committee Report. Tom Tyler is keeping the roads maintained. Mowing, weeding, patching in progress. Worn signage is in the process of being replace. He's working 19.5 hour or less a week as he is part-time.

Old Business

- Open - Video Conference equipment (\$1000)
- Motion. Bylaw Rewrite. Roy motion to authorize posting of the proposed bylaws on the website for comment by membership for a period of 30 days. Packy seconded. All in favor. Motion carried.
- Install Security Cameras (\$1700 of \$2000 spent.)
- RePurchase stolen equipment (\$1800 of \$3500 spent). 2 items received. Remaining items on order.
- Open - File insurance claim still to be filed.
- New Gates –since 1 April, pending permits (\$8000 of \$50,000 spent). In progress.
- Corporate Credit Card for Maintenance (Mats) (\$500 limit) In progress. Mats
- Committee to digitize history. TBD if committee needed. Tabled
- Job Descriptions – Road Committee, workers, supervisor, any other committees (3 of 6 in progress.

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Packy doing Road Committee and maintenance worker. Roy admin.

- Maintenance Plans 1, 3 and 5 year Maintenance plans. Roy to do.
- Road Plans 1,3 and 5 year plans for Roads. Roy to do
- Open - Audit past year Financials. Audit current year Financials. Tabled
- Close - Purchase Security Cameras – System Received. Installed
- Closed Late Notices sent out for nonpayment.
- Digitizing Financial Records for enhanced record-keeping and retrieval. 2TB hard drive purchased. Software will be purchased if needed.
- Closed. - Website completed – Thank you Mats for helping to bring the new website online and thank the committee for redesigning the website.

New Business – 5 Min limit per item.

- Annual election will be Saturday, September 26, 2020. Depending of Covid 19 situation, place to be determined.
- Candidate nominations and resume deadline is July 12, 2020.
- Newsletter. Plan to mailed July 31, 2020. Contributions needed Budget and Road Maintenance Plan
- Motion - Lien Process. Phillis motion to review and determine which of the 9 TMKs owing more than \$5,000 are feasible candidates for foreclosure. Seconded by Chris. All in favor.
- Motion - Office Maintenance. Roy motion to get three bids to sand, prime and paint outside and roof of building. Seconded. All in favor. Motion carried.
- Motion -Stop Signs- Roy motion to buy 10 stop signs. All in favor. Motion carried. Tom, maintenance worker, to inventory Stop- and Street-signs needing replacement.
- Drain Pipe for Office Building replaced – Mike Gerbo
- Cleaning of Office – Tabled until July 1.. Look to get bids

Adjournment and move to Executive Session,
to discuss matters of personnel and pending and potential litigation.
Members were thanked for attending.

The meeting is adjourned at 6:07 pm_

Respectively submitted by Phillis May, Secretary