

**KAPOHO BEACH COMMUNITY ASSOCIATION**  
**Board Meeting DRAFT Minutes, Saturday, May 15, 2010**  
at Dan Rokovitz's residence

**Present:**KBCA Board members: Joy Dillon/Acting President, Gladys Christenson/Secretary, Roger Meeker/Treasurer, Joy Dillon, Fran Chang, Barbara Bell  
KBCA Members: Dean Witt, John & Sandi Barsell, Laurie Dice, Chris Rand, Tristine Rainer  
Non-members: Arjuna McGowen (Recording Secretary)

**1. CALL TO ORDER:**

The meeting was called to order at 10:03AM by Joy

**2. ADMINISTRATIVE MATTERS:**

Approval of the Minutes the April 17, 2010 Meeting – Gladys Christenson

**\*Action: Motion** by Barbara to accept April 17<sup>th</sup> minutes, **seconded** by Fran. **Motion passed unanimously.**

**\*Correction:** Rick and Drew will be paid \$400 **including** PaySmart fees.

**3. Board activities since last meeting**

Resignation of Harry Samelson May 8, 2010

Resignation of Merrill Schreiber May 12, 2010

Board appointed Dan Rokovitz to fill one vacant position May 12, 2010

**4. AGENDA ADDITIONS**

**5. REPORTS OF OFFICERS:**

**A) President's Report** – Joy

Harry Samelson and Merrill Schreiber have resigned

Dan Rokovitz has volunteered to serve on the board

- Nominations for the open board position will be accepted until May 27

**B) Treasurer's Report** – Roger

- Road maintenance expenses so far this fiscal year are \$958, and is currently under budget.

**\*Discussion:** The special assessment invoice and statement are causing considerable confusion for members.

**\*Action:** Roger will post a billing clarification on the Internet forum.

A new signatory is needed for signing KBCA checks. Roger described check book registry and invoice payment procedure.

**C) Secretary's Report** – Gladys

- nothing new to report

**6. COMMITTEE REPORTS**

**A) Roads committee** – Fran

**\*Action: Motion** by Gladys to appoint Fran chair of the Roads Committee; **Seconded** by Roger. **Motion passed unanimously.**

**\*Action:** Fran presented road funding data.

1.5 hours of road repair work has been performed so far in May

- Chip and seal will be used on a test path to fill pot holes.

- Fran will assign duties to road committee members at the next Roads Committee meeting.

**\*Action:** Fran agreed to post signs along section of road with green waste dumping stating that green waste should not be dumped on the roadside.

- Roger: the special assessment should allow the board to save some money for our next repaving project

Chris: some roads need to be repaired now.

- There will be a road meeting on Tuesday the 18<sup>th</sup> at 12:30 at the Barsell's home. Kyle Pua of Island Roads will attend.

**B) Coqui Committee** – Joy

- volunteer efforts have declined severely. Residents are responsible for their own properties

**C) Video surveillance committee** – Glady

- Cameras are all working

- two cameras need to be repositioned.

**D) Gate Committee/Gate Openers** – Glady

- a new call box has been installed at a cost of ~\$400

**E) Gate Passes** – Glady

- Broken gate passes are being replaced at no charge to community members. The broken passes will be returned to Upswung for replacement.

**F) By- Laws Committee** – Roger

-nothing new to report

**G) Mail Box committee** - Joy

- Joy will assume the chair of the mail box committee

- a few mailboxes are available to new owners for a one time \$125 fee. Mail boxes may not be passed on by sellers to the new owners when a property sells. The new owners will pay the one-time fee if they choose to utilize one of our bank of mail boxes.

**H) Neighborhood Watch** – Fran

- Vacationland has been experiencing some car break-ins

- next meeting will be on Saturday, May 22, 10am at Fran's house

- Fran requested residents post their addresses in front of their lots to enable emergency personnel to find them quickly in a crisis.

**H) Green Initiative Committee** – Fran

- transplants are growing well

- trimming will need to be done

**I) Internal Audit Committee Report** – Roger

**\*Discussion:**

We need to recruit two new internal audit committee members, as Glorius Schrieber will be on the mainland for 3 months and Patrick Kelly resigned from the committee.

Barbara described the county internal audit process.

Joy stated that new committee members need to be appointed.

Roger suggested an email may need to be sent out asking for qualified volunteers .

Glady stated that an internal audit should not be an onerous undertaking. We are a small community with a small treasury. We should focus on following standard practices as applied to internal audits.

**\*Action:** Joy agreed to post a request for qualified volunteers to conduct the KBCA internal audit.

**OLD BUSINESS:**

**A) Alapaki paving status** – Roger  
-nothing new to report

**B) Procedures Committee status update** - Joy  
- Barbara and Fran will serve on this committee

**NEW BUSINESS:**

**A) Internet Forum** – Roger

- a notice may need to be placed on the forum stating “If you wouldn't say it in a meeting, don't say it here.”

**\*Action: Motion** by Barbara to post guidelines for Internet forum use be put on the forum;  
**Seconded** by Fran. **Motion passed unanimously.**

**\*Discussion:** Tristine advised that some property owners need more detailed information on how to sign up for the Internet forum.

**- instructions will be included in the next newsletter**

**B) Tribune Herald article** – Gladys

Gladys brought copies of an article which appeared on the front page of last Thursday's Tribune Herald which quotes County official Larry Brown as saying that it is illegal to cross private property to access the waterfront, even if there if no other access exists.

Chris remarked that the only public access route to Champagne Pond is through the light house road.

**NEXT MEETING**

The next meeting will be held at 10:00 AM on Saturday June 26 at Dan's home.

**ADJOURNMENT:**

Meeting was adjourned at 12:12 PM by Joy Dillon

Respectfully submitted,

Gladys Christenson, Secretary