

HAWAIIAN ACRES COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Held via Zoom

April 16, 2023 | 1:30 PM

1. Call to Order

The meeting was called to order by Doug Schabell at 1:30 p.m. The meeting was held on Zoom.

2. Roll Call

Present: Doug Schabell, Belinda Kiley, Jim Hoffman., Mark McClintick, Pam Everett, James Kiley

Absent: Lisa Bevies-Sakimura, Diane Winslow

Guests: Fredrick Hendrickson, Susan Tita

3. President's Report: Doug Schabell

a. Status of insurance claim discussion.

- i. The building replacement claim is approved, mailed, and should arrive by 4/21/2023.
- ii. Debris removal and upgrades are also covered up to their policy limit. These items are reimbursed after the invoices are paid and submitted to the insurance company. Therefore, we receive the actual cost rather than the full coverage on the policy. HACA covers any costs over the insurance coverage.
- iii. The building contents are covered up to a pre-determined limit and will only be reimbursed when invoices are sent to the insurance company.

b. Discussion and review of the renewal of the annual insurance.

- i. The cost is \$6,903, an increase of \$739 from last year.
- ii. The insurance covers the voluntary fire department building and will allow using the building for the Farmers Market or other activities.
- iii. The insurance will be paid in monthly installments due to upcoming expected expenses.
- iv. Errors and Omissions insurance discussion.
 1. Doug will contact the insurance company for a quote and email the Board.
 2. Motion by Belinda to continue the discussion of insurance at the next meeting.
 3. Pam seconded the motion but felt the issue could be handled by email.
 4. Jim said Pam seconded the motion to table
 5. Doug called for the vote.
 6. Voting. Yes: 5; Abstain: 1.
 7. Jim asked the guests to introduce themselves.
- v. Question whether to pay insurance in one lump sum or monthly. After discussion, the decision was made to pay monthly.
 1. A new liability insurance policy is in process.

- c. New construction.
 - i. A few contractors have contacted HACA, and we are still searching for interested parties to demolish and build the center.
 - ii. We need a designer and architect for the plans.
 - iii. Jim was asking about various open-air designs. Have we come up with a final design?
 - iv. Doug mentioned different designs, including McKensie Park, HPP, etc. He is looking for assistance in developing a preliminary design by Friday. The insurance representative was going to provide information on metal and mason buildings. Jim mentioned that a 20x50 metal building is generally considered a shed and less durable than larger structures.
 - v. James asked if we could assemble a committee to work on the design and building construction issues.
 - vi. There was a question about distributing plans to the Board for review and feedback instead of only to a few members. Doug said there was no intent to exclude, just going through a brainstorming process to see what could be shared with the Board.
 - vii. Doug suggested that we put together the committee, and sharing the pictures/ideas with the whole Board is OK.
 - viii. Pam asked about having a kitchen in the building, and there was a discussion about adding a commercial kitchen in a separate building, USDA grant, and Food Hub.
 - d. Water Tank and Firehouse Update
 - i. The Hawaii Fire Department stated that a 10,000-gallon tank would be sufficient for their needs and the community center.
 - ii. Our Council Member Matt Kaneali'i-Kleinfelder will contribute \$7,500. Doug confirmed with Matt that this funding is still available. We saved money since the HFD demoed the old catchment.
 - iii. Discussion about the cost and size of the new tank. Mark asked about cement versus the metal tank.
 - e. Farmers Market Update
 - i. We can use the Firehouse warehouse, but we should have a toilet and handwashing station. We do not need these, but it would be a good idea for the participants. Also, we could use the porta potty that would be used for the demolition and construction.
 - ii. Jim agreed that the porta potty and handwashing are almost necessary. Belinda shared the porta potty cost for 5-6 workers at a job site. Placing in the firehouse may be problematic for several issues. Jim said we should consider the Farmers Market and related topics until the community center is demolished. Doug agreed to keep this on hold.
4. Secretary's Report: March minutes will be posted to the website after the association board approves. James said he mailed the minutes only a few hours before the meeting.

5. Treasurer's Report: James Kiley

- a. Review of membership and property transfers to date.
- b. March Financial reports will be posted to the website after board approval.
- c. The Income and Expense Report and other financial information will be posted to the website after the Board approves.

Motion to approve the Treasurer's report, Jim Hoffman, Second Belinda.

Voting. Yes: 6; No: 0.

6. Review of Committees

a. Community Center Restoration Committee

The committee's charge is to obtain bids, start the demolition process, review proposed designs to replace the Community Center and search and hire an architect and a contractor.

- i. Committee members: Jim Hoffman, Chair; Mark McClintick; James Kiley; Doug Schabell (Ex Officio)
- ii. The committee will meet weekly via Zoom

b. Financial Review Committee

The committee's charge is to review the association's financial practices and make recommendations based on the best accounting practices.

- i. Committee members: James Kiley, Chair; Jim Hoffman, Belinda Kiley (pending review of the By-Laws); Doug Schabell (Ex Officio)
- ii. Discussion about how to handle spending the insurance during the construction of the building. The consensus is that a separate checking account with board approval for significant expenditures.

c. Web Services Review Committee

- i. It was decided to table this committee for the near term.

d. By-Laws Review Committee

The committee's charge is to review the association's By-Laws and, if feasible, make recommendations for changes to be voted on by the association membership. Doug felt an attorney on the committee would be helpful. It was decided only to send questions to an attorney for significant questions or a final review of recommended changes.

- i. Committee members: Belinda Kiley, Chair; Jim Hoffman, Doug Schabell (Ex Officio); other members will come from the association's membership community

e. Community (Neighborhood) Watch (Temporarily on hold)

The committee's charge is to restart the Community Watch and work on making it sustainable with processes to serve the entire community.

- i. Committee members: Chair needed along with block coordinators/captains

7. Set Next Board Meeting Date

- a. Because the second Sunday is Mother's Day, the meeting is moved to May 21, 2023, at 1:30 p.m. on Zoom

8. Adjourn

- a. Move to adjourned, Jim Hoffman, Second, James Kiley (all in favor)
- b. Adjourned at 3:17 p.m.