

Fern Acres Community Association Board of Directors

Meeting Minutes August 19, 2023

Members Present: JR Paikuli, Patti Pinto, Patty Goodwin, Hank Schultz, Rick Kalauli, Roy Kalili, Bill Joyner, Seth Cinamon, Claudia Ziroli.

Members Absent:

Visitors: Brian and Cristi Fields, Diane Joyner, Ben Vallejo, Diana R.

CTO: 9:00 am

Minutes: JR moves that we move into an executive session after our meeting. Patti moves to accept, all in favor.

July minutes proposed for acceptance, Patty seconds. All in favor, Passed. Seth moves to accept the June minutes. Patti seconds. All in favor.

JR invites visitors to speak to the group... Ben Vallejo shares that he had a vicious dog attack and had to call police.

Cristi would like to investigate ways to expand the FACA membership. Room rental? Benefits? She'd like to help grow us. Hub use? Notary, How do we increase participation? [Discussion] Bill suggests that folks know that it literally is the FACA budget. Cristi is interested in becoming a notary. Hank states that we used to offer a notary, when we had one. JR says that today we had planned to work on committees. We will look at that as a committee activity.

Patti suggests that we create a membership committee to address and explore ways to expand our membership... Great!

Treasurer's Report: JR reports that he and Patty spent several hours with the auditors- via zoom yesterday. There will be a final report coming from Carbinero in a few weeks.

Patty reports that she's new and ramping up into the duties of the job. She felt as if she and the auditors and feels as if were on the same page. She is not sure that she has the appropriate financial report today- please be patient.

Treasurer's Report: Not available at this time.

BoH FACA Checking

BoH MRMA Checking

BoH MRMA MM

Petty Cash

TOTAL

\$

Patty and the auditors need to establish a better employee pay policy with regards to timing fore time sheets and paychecks. She proposes that we ease into establishing a standardized pay period, where time sheets are turned in and reconciled. Checks – or direct deposits will come in approx. 5-7 days after. [Discussion follows]

The auditors found \$11,600.00 is unaccounted for from 2021-2022. We know who is responsible for the discrepancies; We are working towards further understanding what happened.

Patty has investigated a new e-payment method- sanctioned by BoH and works internationally. It is called Authorized.net. She and Seth played with the live application on our web site and everything works well.

It will work through our business account. Accounts would be handled by the bookkeeper. [Discussion] There was inquiry from Bill about disputes over the billing/budget for the picnic, and why membership dues are in MRMA?

****ACTION:** Patty- please work with Ma clean accounting processes to determine what is the situation with the \$4,000.00 membership? Our monthly financial statements, and what is our actual balance? Seth has an email from BoH that states a different balance.

Roy brings up that MRMA has been paying all the Payroll since July 2022, as well as a few others.. (Not with the 90/10 split.) [Hank points out that 90% of the bookkeeper's time is spent on MRMA. 10% is FACA's business.]

JR points out that we have been overwhelmed by our financial status. We don't know what we don't know- we are working to adjust our policies and methods to address this. Please be patient with us while we work with our auditor's and their report to establish.

JR asks for a motion to accept the Treasurer's report as read. Roy moves as such, Hank seconds with correction (to the Treasurer) MRMA line item road maintenance revenue and title transfer fees. Total is incorrect. All in favor, Passed.

President's Report: JR wants to establish work on the Audit Committee. Patty, Seth (?), Cristi Fields. Patty will be the Chair of the committee.

Hank would like to suggest that we have a ledger made of all committee members and what committees they serve on.

****ACTION:** Claudia- Create a Committee Directory.

Nominating Committee (depends upon Boad Member elections)

Executive Committee -meets concurrent with our monthly Board Meeting.

Policy Committee- Defines and continues to develop policy and changes to the Bylaws. Claudia nominates Patti Pinto to be the Chair of the Policy committee. Patty Goodwin seconds. All in favor, Passed. Patti, Patty, Hank, Seth.

Road Committee: Roy reports that they are trimming ant trees hanging over the roads, patching, mowing etc. The dump truck is down, and it looks as if it would be prudent to purchase a new dump truck for the road crew. He is requesting that we approve \$40,000.00 from MRMA road budget to purchase a new truck. He hopes that they will not spend that much. Roy makes a motion to transfer funds for the purchase, Hank seconds. All in favor, Passed.

Crew will begin widening the roads – hopefully to fit the deck space of the mower. They agreed to end paving for this year, work on area patching- not spot patching and general maintenance. Don't forget \$500.00 and up fine for road damage from clearing equipment.

In the next few weeks, they'll be striping the main road, Puhala, hills and intersections. Roy's employer, is providing 200 yellow reflective markers to support our efforts.

JR nominates Roy to be the Chair of the Road Committee for the next year. Patti seconds, All in favor, Passed. Roy would like to invite, Rick Kalauli and Hank to be Board members serving on the Road Committee. Voted and approved at their last meeting.

Roy wants us to know that he still offers to pay the MRMA fees for

Fire Department: Brian reports that it is dry, Please report any trash fires that we find.. RE: The roof on the fire house. County will pay for the repair and put a coating on the roof. Brian need pictures of the roof/damage.

HUB: Place a barrier across the rubble end to prevent people from using that end. There is a line up of events coming up in the next weeks. Tonight is another Family Movie Night at the HUB. We have a gardening workshop on Saturday August 26 and a Yard sale on September 30. We'll have another Movie Night on Saturday, September 16.

Fundraising and Events: (See HUB above)

Bag count -up from 96 to 120. They had over 400 people here this month. Scott donated 50# of lettuce. Anyone who wants to donate food can get a tax letter. Inquiry.. Why are non-Board members running Food Basket.

It has always been a community-based effort.

Internet Committee: Over 12600 people have looked at the site. New computer is coming on line. Contribute to help Maui relief.

FANW: No report

CERT: Training and certification ongoing. Two-day Basic Training course will take place on Saturday and Sunday, September 30-October 1. We expect to have a few more re-certed members, as well as the Team Leads.

Old Business: Patti has a report on the Puhala extension project. (continuing Puhala through the Tanoye property on the Kopua side.) County would own the road from Pikake to Kopua. We would grant them an easement on our portion of the extension.

Roy voices his opinion against it, since that area has the highest crime rate in the county. In spite of it being a second way out, he's concerned about the stream on Kopua causing the same issues as it does down stream- affecting Fern Acres.

Hank asks if since it is just an easement on our end, what percentage would the County require to approve the easement. Patti says our Charter allows that the BoD is authorized to make that decision on behalf of our property owners.

Seth made a motion that we do not grant an easement on Puhala. JR asks for a second. No. Motion defeated.

JR gives this issue to Committees to be discussed and a report made back to the Board.

New Business: Set the picnic date in time for the winter newsletter. (Need to know when Relay for Life dates)

Member's Report: Seth has issues with the lack of voting on the Bylaw changes at the picnic. They'll be voted on in the Winter Newsletter. Deferred to Policy Committee.

Hank wants to know when we might get a new copy machine? Roy says, DONE!

Bill asks if we charge for copies when residents come in to make copies? Might be a good benefit for members?

Adjourn: Hank moves to call the meeting to adjourn. Roy seconds. All in favor, Passed. 11:18am

