

**Fern Acres Board of Directors
Minutes February 18, 2023**

Members Present: JR Paikuli, Patti Pinto, Diane Joyner, Hank Schultz, Scott Snair, Bill Joyner, Seth Cinamon, Claudia Zirolì,

Members Absent:

Visitors: Phil Galon. Benjamin Dixon

CTO: 9:03am

Minutes: Review November and January minutes: Diane moves that we accept minutes as amended. Hank seconds. All in favor, passed.

President's Report: J.R. opened the meeting with a reference to the extreme weather with the Kona Low.

Treasurer's Report: Diane presents the budget report as follows:

FACA BoH – Checking	48,609.53
MRMA BoH – Checking	230,068.53
MRMA MM BoH	30,497.71
Petty Cash	<u>6,786.82</u>
TOTAL	315,962.49

Frank Commendador's old white truck is being sold to a road crew member for \$500.00. The title and registration needs to be transferred. Claudia to take it to town to get done.

****ACTION:** Claudia- go to DMV.

Diane offers the proposed FACA budget for 2023. [see attached] After reviewing and some discussion, the budget is approved by motion:

Diane moves that we accept the Proposed 2023 FACA Budget. Scott seconds. All in favor, passed.

The Xerox billing for January is incorrect. We are being charged for color copies not made. Diane is working on that.

Patti suggests that we might be able to save money in invoicing in the future by ordering a letterhead for that purpose.

****ACTION:** Diane- Look into ordering letterhead. Report in March.

Hank asks how much is still owed on the lot [HUB]? Diane doesn't have the figure with her, but around 3,000.00. Should it be paid off? Diane to check and report in March.

****ACTION:** Diane- check into pay off amount, report in March.

PayPal is still being worked on...

Maria's main office computer is 13 years old. Needs to be replaced. Diane and Seth have researched available systems/cost. Diane presents a \$1299.00 system that has all the necessary items and enough power and storage to last into the foreseeable future. Also has a great warrantee through COSTCO. [Discussion] We have already approved replacing her computer, so no vote is necessary. Diane is to check and see if our OFFICE has enough space to be loaded on another machine.

Quick Books: Pricing: There is a 50% off deal right now through April 25. Also, we have been using for over ten years and should be on a permanent discount. Diane is working on this.

Diane presents a letter from Carbanero Accounting services with a cost estimate for our 2022 Audit- \$21,825.00 – 24,750.00. This is our absolute best bet; they did our last audit. Scott moves that we approve moving ahead with Carbanero, Seth seconds. All in favor, Passed.

Patti suggests that we consider changing the Bylaws to allow for an audit every 5 years, [Currently, the Bylaws: Page 12 (M) state, 'There shall be an annual audit of the financial records by an accredited public accountant.' Discussion follows... We cannot afford \$25,000.00 a year for an audit! If we had an audit every three years, with a Financial Review in the interim years would save hundreds of thousands of dollars.

Bylaw change to reflect change in methods to allow for electronic payments: Page 14, SEC 3- 'AUTHORIZED SIGNATURES: All checks, drafts etc...' Change Bylaws to allow for electronic payments. Wording to be determined by Policy Committee, published in Summer Newsletter in May for approval from owners.

****ACTION:** Claudia- research Bylaw wording to present to the Policy Committee in March.

The payment plan discussed during the January meeting has been accepted.

Regarding returned billing invoices.. 23 letters have been returned. After March 31, Maria and Diane will research those owners of record and see if they can find current address info. Total amount represented in those 23 letters is \$46,577.00 as uncollected. Scott asks about the line item in the budget that is much lower for uncollected debt. Patti says that after a few years, those accounts are considered 'doubtful' and are no longer part of an 'uncollectable' line item.

One of the owners in this group is a foreign owner who has over \$8,000.00 in back dues and fees.

They probably are unaware that they owe it. Diane asks about the lien- or if there is one...

{Discussion] with that kind of balance, there are definitely liens that have been filed and renewed a number of times! The lien records are probably in the container. Research this in April...

The previous bookkeeper had made an error attributing the \$35.00 FACA dues as 'Mandatory'. Those errors have been caught and being corrected with those accounts by Maria.

Scott moves that we accept the financial report, subject to audit. Hank seconds. All in favor, Passed.

Road Committee: Roy reports that they met the first Wednesday of the month- which will become a regular meeting. This way, there will be two meetings per month and an opportunity to identify issues and work on them between meetings.

Ben Vallejo has been elected to the Road Committee.

The new Chevy truck's title has been taken care of. Small repairs have been done, but still waiting for the insurance card so it can get the final safety inspection.

They sent a registered letter to Huckleberry Trust/ Evergreen Construction in regards to the huge pothole caused by the damage from a dozer on Lehua Street. Fern Acres will repair the damage for \$2300.00 charged to the trust. They immediately responded (After months ignoring it) stating that they'll fix it ASAP. They inspected the damage on Friday, Feb 16- hope to get there after the storm. Ben asks if we are concerned about the quality of work? Roy and Albert will be on hand to supervise the repair- hot mix?

We have about 80 tires in the back. There isn't any way to get rid of them- but will keep working on it.

Patti suggests they contact Councilperson Matt Kealii Kleinfelder about it.

Road Com is looking into renting, then possibly purchasing important tools to use on the job.

Currently, the crew are using their personal tools. They would like to buy basic tools to have on the road, with Albert to inventory and manage. Also considering renting an asphalt saw to make the road patches easier and better. This might help them decide if we need to own one, or if it is cheaper to rent. Asphalt saw costs about \$1100.00.

HFN gas card is working.

Roy reported on an incident that happened this past week between the Fire Dept. and Road Crew. [Roy and Diane share the event, JR comments on his phone call...] Conclusion: Better communication and respect for volunteers on Fire and Road will improve the situation in the future. The road crew will work on getting the road striper operating to lay down stripes at problem areas around the Acres.

Fire: ACTION: Claudia- Look for the MOU prepared for the Fire Department last year – for the March meeting. Send copy to Scott. [See Below]

FANW: Meets 6:15pm last Tuesday of the month.

Budget: N/A

Policy: No report

F.A.C.T:

HUB Project: Two work days, January 21, February 4, resulted in a good turn out to erect all the arches of the pavilion. Next step is side girders, c channel and stretching the skin. Have to wait out the storm. The CERT container was repositioned to the HUB site on February 2.

Fundraising and Events:

Food Basket: Phil reports 96 bags- One hour. It was during the onset of the Kona Low- VERY wet! The new Chair is doing a great job.

Internet Committee:

Old Business:

New Business: Annual Meeting and Picnic set for **Saturday, July 22**. Diane moves that we set the date of 7/22/2023 for the Annual Meeting. Roy seconds. All in favor, Passed.

ALL Newsletter articles are due by MAY 1!

Nominations for Board members due May 1.

Need to select a Nominating Committee in March. (Diane, Scott, Seth)

Policy Committee to be appointed to consider wording for Bylaw changes at March meeting.

Member's Report:

Adjourn: 10:30am.

Hank moves that we adjourn, Roy seconds. All in favor, passed.