

HOVE Road Maintenance Corporation.

BOD Meeting Minutes.

November 24, 2020 at 10:00 am

- I. **Quorum:** Yes.
Present: President; Jim Steenburg, VP/Treasurer; George Campbell, Secretary; Jim O'Hara, Director; Bill Burkett, Director; Frank Loosli
Also in attendance: COO Laura Foster.
- II. **Call to Order:** The meeting was called to order at 9:58 am by President Jim Steenburg.
- III. **Adoption of Agenda:** The agenda was approved as written.
- IV. **Approval of Prior Minutes:**
Motion: To approve the Minutes of the September 22, 2020 BOD Meeting as written. Motion by J.O., 2nd by B.B. The Motion passed unanimously.
- V. **Reports:**
Presidents Report: No report.
Treasurer's Report: It appears that we will be closing out 2020 with about 81% of the Members being compliant with payment of their road fees. This is about the same as past years.
General Report: The crew pulled out the new nine-wheel roller for any member of the BOD who would like to see it. It is located in the lower parking lot.
The road crew continues to keep very busy with mowing, potholes, and roadway stripe painting. Our COO stated that she was proud of our crew and office staff that take and follow recommended guidelines set out by the CDC and the State Dept of Health regarding Covid-19. We recently signed a letter of agreement with the auditors for the 2020 audit.
RMC is currently looking for a used mower to assist the New Holland mower in the never ending battle of mowing the road right-of-ways.
We are also looking for a CDL-B driver. Just a few inquiries have been received for this position. The plan is also to get a current crew member trained to take the CDL test.
Two loads of cold patch have arrived recently. A past employee, hired on a part time basis, did the hauling on his days off from his current job.
- VI. **Old Business:** We have received appraisals for a new Chip Spreader and Oil Distributer from two different companies. The two appraisals were almost identical. The one offer on our old equipment may not materialize so purchase of new equipment will have to wait as agreed. We are interested in a used backhoe from Hawthorne Cat. However, it has been out as a rental for the last few months.
- VII. **New Business:** More Members are installing driveway gates that encroach onto the roadway when they are open. This could cause a serious traffic accident.
On 11-12-2020 a truck coming down Aloha Blvd. lost its brakes and crashed which left debris in both lanes of traffic. The Police, Fire Dept., Ka'u Auto Repair and HOVE RMC spent hours cleaning up the rubbish and debris. All of this rubbish was hauled to Ka'u Auto Repair and we should split the cost of disposal.
Motion: Once we receive the proper paperwork to show actual expenses, we will pay Ka'u Auto Repair for the disposal of the rubbish that was created by the accident.
Motion by G.C., 2nd by B.B. The motion passed unanimously.
Motion: To cancel this year's Annual Membership Meeting. Only 10 persons are allowed in a gathering under present Covid-19 regulations.
Motion by G.C., 2nd by J.O. The motion passed unanimously.

The 2020 voting results have surpassed the 10% needed for passage and will easily hit 15%. The non-profit group, 'O Ka'u Kakou, is handling the ballot count this year. The person doing the count is doing a good job. RMC and OKK are both keeping track and the count is running smoothly.

VIII. General Discussion: The new steel equipment storage building is now on order. RMC must hire a structural engineer to pull our permits.

IX. Adjournment: The President adjourned the meeting at 10:29 am.

The next Board meeting will be held on Tuesday, December 22, 2020 at 10:30.

Due to the Corona Virus our office is closed to the public until further notice.

Minutes Submitted by:  Kristyn Haina

Minutes Approved by:  Jim O'Hara, Sec.