

Fern Forest Community Association, Inc.

Minutes of a Meeting of the Board of Directors

August 10, 2019

Present: Caroline Frazier, Leslie Miles, Mike Muench. Kenneth (Imi) Gryde excused.

Call to Order: Meeting called to order at 10:20 a.m. by President Caroline Frazier. A quorum was present. Secretary Leslie Miles recorded the minutes.

Approval of Minutes:

Leslie read the minutes from the 7/3/19 and 7/13/19 meetings.

2019/08/10-1: Mike motioned to accept the minutes from both the 7/3/19 and 7/13/19 meetings. All in favor. Motion approved.

The minutes of the 6/29/19 meeting still need to be read and approved.

Mike stated that in due to the resignation of Bill Watkins in July and in accordance with the bylaws, a notice announcing the opening on the board had been posted outside the FFCA office. The only person who responded was Linda Wagner. She has served two times in the past.

2019/08/10-2: Caroline motioned to appoint Linda Wagner to fill the vacancy left by Bill Watkin's resignation. All in favor. Motion approved.

Caroline updated the status on the complaint regarding the numerous abandoned/stripped cars in the Kiinahe owner's easements. The letter notifying the property owner that they must remove the vehicles is almost finished. Leslie was waiting for confirmation of the number of past vehicles removed and the count of vehicles currently on the easements. Mike questioned whether the board should obtain legal advice as to whether if a vehicle was on the road rather than the easement if the cost of removal can still be charged to the owner.

Once the letter is sent, Caroline will let the person/s who filed the complaint know the lot owner has been notified to remove the vehicles.

A second letter will be sent to the owners on Ala Nualani between Kaleponi and Ohialani where there is a large amount of assorted trash on the easement that is presenting a safety hazard.

The letters can be used as templates for any future notifications as necessary.

Caroline said that since the last meeting, Leslie had volunteered to Chair the Nominating & Election Committee with the help of Marguerite and Julie. Both have been asked to attend a meeting following the board's meeting to discuss the duties and responsibilities of being on the committee.

Caroline requested that the minutes reflect that notices have been posted on the container office regarding newsletter submissions and that there have been no responses.

Regarding getting the second quote to fix the Quonset hut doors-Nelson Rego came to look at the QH and is working on putting together an estimate to do the repairs.

Caroline reported that a complaint had come in to the office that the board was having “secret” meetings. The caller also stated that the board “should just use Associa to manage the lot-they’d do it for about \$500-\$1,000 a month.” Leslie researched “Associa” and found it is a mainland-based management company that claims to offer numerous services. A Google search also showed hundreds of negative reviews, generally regarding charging late fees for payments that were not late, and the inability to get in contact with anyone to have charges reversed and accounts corrected. A local Hoohiki court search showed that the company had been sued at least 15 times locally and had hundreds (470) of BBB complaints. The current company the FFCA utilizes for its accounting services is locally based so can be contacted easily by lot owners in the same time zone, has no BBB complaints, shows no lawsuits filed against them, and has an excellent track record with servicing the FFCA lot owners.

While the board welcomes suggestions as to how to improve operations, it also asks that persons making suggestions do basic research on what they are suggesting before deciding that the board is incompetent and demanding operations be changed based on an opinion that their way is “better.”

Caroline stated she would follow up with the caller and informed him that the board meetings are not “secret,” they are just not “public” due to the current litigation and based on the advice of the association’s attorney, the Puna Police Captain, and the County of Hawaii Chief of Police, who have stated meetings should not be public until security issues can be worked out, and that they will not enforce security at FFCA functions.

Members who have concerns, comments, complaints, etc., can always call, email or stop by the office and file a report regarding their issue and the board will do its best to address it promptly.

Caroline brought up that the board would like a report whether it be a map, chart, or graph regarding the roadwork based on Gerry’s (Martin & Son’s) reports to track the roadwork. Mike asked Filiesha to create a map for the week because what is provided now is difficult to understand. The board would like something that can be posted on the website monthly.

2019/08/10-3: Linda motioned that a visual map and table be created to be put on the website monthly. All in favor. Motion approved.

Caroline reported that a person named Todd Shaefer would like to know if there is any work such as weed-eating that he could do for the FFCA. Mike stated we need someone to cut back the raspberry that encroaches on the road. Mike asked if Todd could submit a resume so we would know a little more about him and that should he be hired, he would need to go to Altres and get signed up as an employee.

Mike went over the Financials. Summary is there is approximately \$130,000.00 in the bank. There was income of approximately \$7,000.00 and expenditures of approximately \$15,000.00

Per Ken Ah Lo we have an A/R over \$350,000.00 over 5 years aged out primarily due to the poor accounting procedures in place prior to the retention of DPS as our accounting firm. He recommended we create an account for allowance for bad debt, and write it off as an expense. It is not an asset.

Collections on the accounts will continue and if/when the property is sold we will have the proper liens in place to collect on the past due fees.

Mile suggested the board consider raising the late fees, particularly due to the increased bookkeeping involved with the delinquent accounts. Suggested amount was \$10.00 per billing cycle (per quarter) for each year the account is past due.

Raising the Roads Dues was discussed. It was the preference not to raise them this year but that it would probably be necessary due to the current legal fees. Leslie objects to the 10% because the increase is more every year as it is calculated on the higher rate. Ken Ah Lo also recommends raising the fee even if it is only \$1.00, so they are able differentiate between the years when billing or receiving payments. Mike is to consult with Ken Ah Lo as to how much to raise the fees, whether it be by \$10.00 or 10%.

Mike requested that due to speeding, 4-way stop signs be put up on Captain's & Kaleponi, Kaleponi & Bottom, and Kaleponi and Kahaualea.

2019/08/10-4: Caroline motioned to adjourn as all business was concluded. 2nd Leslie. All in favor. 0 opposed. Meeting adjourned at 11:26 a.m.

Typed and submitted by Leslie Miles, Secretary