

**Fern Forest Community Association, Inc.**

**Board of Directors Meeting Minutes**

**January 9, 2021**

**Present of the FFCA Board: (on Zoom)** Todd Schaeffer, Daniel Moxley, Christopher Quarré, Robert Arieta, and Marguerite Hauberg. Others from the Community watching on Zoom.

**Call to Order:** Meeting was called to order at 11:11 AM by Daniel Moxley.

**Approval of Minutes:**

Marguerite read the December 12, 2020, Board Meeting Minutes.

2021/1/9-1 Todd made a motion to approve the December 12, 2020, minutes as written. 2<sup>nd</sup> by Robert. All in favor. Motion approved.

**Treasurer's Report:**

Todd reported that Brandee at Data Processing Services has indicated that there have been a number of owners paying off their overdue fees because of the Lien/Collection Notice sent out. She also states that the collection of the MRMA, mandatory road fees, is above the rate of 2020 for the same time period. The amounts below may seem low, but there will be a substantial increase in next month's report. She advises to keep reporting the end of month statement after income has accrued and expenditures are paid.

The FFCA Balance sheet shows, as of December 31, 2020:

BIFCU checking \$7,345.96

BIFCU savings \$5.00

**Road Report:**

This month Ellsworth reported he finished the mowing on Kokokahi, Ala Naulani, upper Makoa, Kahaualea, and the two adjacent roads. Then he started filling potholes on upper Kokokahi.

2021/1/9-2 Robert made a motion that for the time being we suspend mowing of the roads to focus the attention on fixing potholes. 2<sup>nd</sup> by Chris. All in favor. Motion approved.

**Lawsuit/Countersuit:**

Dan reported those Board members who care to will begin a mediation process with those who filed the Countersuit against the former Board.

**FFCA Website and Facebook Group Page:**

Marguerite and Office Manager Filiesha have been working on the NEW website at:

[www.fernforestcommunityassociation.com](http://www.fernforestcommunityassociation.com)

Please visit the Announcements button, as it will have important updates as needed. For example, we just put on more information on the 2021 Invoices which were sent out; The Lien/Collection Notice

was not intended for those owners in good-standing. The Welcome button has good information including the hours of the Office Manager (Mon. and Wed. 10AM to 2Pm, Fri. 10AM to 3PM). Filiesha has updated the Roads button with maps which show exactly where road work has been done in the last year. The Meeting Minutes button has all of the 2020 minutes and will be updated each month this year as soon as the minutes are approved. We are continuing to move old documents to the Archive for future reference.

The Facebook Group page, Fern Forest Community Association, Inc. is working well with Marguerite, Chris and Dan as Administrators. We are communicating in a positive way with the Community. All owners are welcome to get information to log on for Zoom meetings and participate in the meetings.

#### **Hours of Office Manager and Road Manager:**

2021/1/9-3 Marguerite made a motion to increase Filiesha's hours from 2 hours/week to 11 hours/week. 2<sup>nd</sup> by Todd. All those in favor. Motion approved.

2021/1/9-4 Dan made a motion in increase Ellsworth hours from 10 hours/week to 20 hours/week starting this week. 2<sup>nd</sup> by Marguerite. All in favor. Motion approved.

#### **Purchasing or Leasing Better Road Equipment:**

Todd is continuing to compare options for either leasing or hiring better equipment to do major work on the gravel roads. He is looking for the most cost-effective equipment to upgrade the roads.

#### **Process to take gravel from FFCA Lot:**

A new sign out sheet was discussed to be used in taking gravel from the FFCA lot for common potholes. Some brought up that maybe we could build trust by not requiring photos to be taken before and after at the pothole site. It was decided to make the photos optional for owners, but all FFCA Board would always take photos if taking gravel to repair the roads. It was also discussed that the surveillance camera needs to be checked for that area of the lot.

2021/1/9-5 Robert made a motion that we would implement a new gravel authorization form and procedure. 2<sup>nd</sup> by Todd. All in favor. Motion approved.

#### **Becoming a Non-Profit Entity. Needed or not?**

It has come to the Board's attention that for some reason the Non-profit status ended about 10 years ago. Dan and Chris volunteered to do research on this issue and determine if it is beneficial to get it back.

#### **Any other new or old business?**

We decided to put the budget details and finances on next month's budget.

Various owners made comments and asked questions on Zoom.

2021/1/9-6 Marguerite made a motion to adjourn the meeting. 2<sup>nd</sup> by Robert. All in favor. Motion approved.

All business being concluded, the meeting was adjourned at 12:22PM.

Minutes respectfully submitted by Marguerite Hauberg, FFCA Board Secretary

## **Motions from January 9, 2020 Board of Directors Meeting**

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