

FERN FOREST COMMUNITY ASSOCIATION
Minutes for Board Meet August 18th, 2024

President calls meeting called to order at 2:08pm

ATTENDING BOARD/INTRODUCTION OF BOARD:

Melissa Fletcher, President
Darren Calistro, Treasurer
Leslie Leber, Secretary (via Zoom)

**Lack of Quorum May & June means no minutes were taken for approval, informal discussion session only. July meet was canceled.

REPORTS:

Treasurer's Report (Provided by President per accounting numbers)

- Summary of July Financial Report
 - Income this month: \$16,327. YTD: \$351,728.00
 - Expenses: this month: \$53,658. YTD: \$226,910
 - Balance YTD: \$129,289
- Leslie mad motion to approve these financials. Darren 2nds.

President's Report

- Quonset hut building bids were reviewed and one was approved. Building maintenance and repairs are now underway. We have a motion on the table to power wash the container and remove obsolete/aging solar components.
- Nominations and Elections Committee is set. Only one application at this time, returning board member Leslie Leber. Outreach has been underway.
- Newsletter articles up for approval today, layout is 80% complete. On target for print and mailing deadlines.

Roads Report

- Extra loads of aggregate and max allowed man hours authorized in order to more quickly 'catch up' before rainy season. Grader received new blades, now is waiting for 4 new tires, eta 2 months. Kubota Tractor is doing acceptable work for now.
- Currently road work is at upper Makoa spreading gravel. Lower Kokokahi is reclaimed, starting reclaiming on Upper Kokokahi this week. In 4 weeks we expect to be laying gravel on Kokokahi and begin reclaiming on Jungle King.

OLD BUSINESS:

- New Road Signs – Arrived and inventoried. Installation can begin once we're caught up on roads.

- Taxes – 6/31/24 – Due to ongoing absence of feedback regarding tax questions posed by preparer to the Treasurer, along with an approaching deadline for the work to be completed, Melissa, as chief executive officer of the corporation, authorized tax preparer to continue and consider overdue MRMA member accounts a loss that can offset what is considered 'income' from emergency rollover funds. Ongoing discussions regarding 501c4 filed with a form 1024 to allow exemption of rollover funds from taxation.
- Plumbing trench for water at Portapotty – work postponed as we catch up on roads.
- Quonset Hut repairs – Underway

SUBCOMMITTEE REPORTS:

- Capital Improvements (Melissa, Leslie)
 - County permits still processing for new meter at Quonset building. Will follow up again with County Permitting next week.
- Legal Subcommittee (Melissa)
 - TF's (chronic FFCA litigant) most recent appeal is still processing. We see most recent payouts in financial reports under 'legal'.
- Website Subcommittee (Melissa)
 - Financials, Road Maps, and Minutes are up to date. May and June minutes will be substituted with those month's agendas since there was an informational meet in spite of ongoing absence/lack of quorum.
- Equipment Subcommittee (Melissa and Darren)
- Identifying Community Issues (Leslie and Darren)
 - Leslie followed up with police in person and in writing to see about getting the assistance they should be providing when we call these matters in. This effort is ongoing now with NW and Community Police Officer for Fern Forest, Officer Miyose, who is asking for an Excel Worksheet noting all areas/illegally dumped vehicles needing removed.
 - Darren reports that a previous area of major dumping has been about 95% cleaned up along Omeka and corner of Apuakehau, presumably by the owners of the property it was dragged from who had been contacted about the illegality of doing that.

NEW BUSINESS:

- Proposal for vehicle removals – Board agrees that we need more information on this, including any applicable costs and a copy of the requirements that they mention in their write up.
- Review newsletter articles – Articles approved via motion (see below)
- Determine whether road fees will increase (Vote by board was to keep the fees the same for another year (see motion below)
- Include any other votes on the ballot? None at this time.

EVOTES SINCE LAST MEET:

- 6/16/24 - Melissa motioned to renew the insurance policies for quoted costs and coverages. No response was ever received by other board members. Melissa, as chief executive officer of the corporation, authorized renewal of insurance.
- 7/8/24 Leslie motioned to elect Melissa as chair of Nominations and Elections Committee. Melissa 2nds. Some discussion. 2 in favor, one opposed. Motion carries.
 - Melissa nominated David Contreras and Paula Waleau as the other two members on the committee. They accepted, none opposed. This makes up the 2024 Nominations and Elections Committee.
- 7/12/24 – Darren motioned to postpone meet to following Sunday. Leslie 2nd. After further discussion, Melissa motioned to amend the motion on the table to canceling July meet and continue at the next regularly scheduled meet on 8/18/24. Leslie 2nd. All in favor. Motion carries.
- 8/2/2024 Melissa motions to approve this order of tires and labor to install for the grader. Darren 2nds. No further discussion, all in favor. Motion carries. EDIT: Tire supplier came back with an amended quote after we accepted that was over \$1000 more. FFCA disputed the added charge after quote. Management stepped in and reduced the extra charge to less than \$400. Melissa motioned to accept, Leslie 2nd. 2 in favor, one did not vote (abstain). Motion carries.
- 8/4/24 – Leslie motioned via Executive Session to approve Martin & Associates bid with amendment to complete repair and maintenance work for Quonset hut building for \$28,950. Darren 2nd. No further discussion, all in favor. Motion carries. Work to commence on August 9th.
- 8/16/24 – Melissa motioned to put Ell's contract to the FFCA attorney for review. Leslie 2nd. No further discussion, 2 in favor, one did not vote (abstain). Motion carries.

MOTIONS THIS SESSION:

- **Melissa motioned to accept Martin & Associates offer of pressure washing the office container and rerouting wiring connected to solar/removing solar components in exchange for Martin keeping the solar components. Leslie 2nd. No further discussion. All in favor, Motion carries.**
- **Darren motions to approve Newsletter article drafts. Leslie 2nd. No further discussion, Motion carries.**
- **Darren motions keep road fees the same as previous year. Melissa 2nd. No further discussion, Motion carries.**
- **Melissa motions not to add further items to ballot, to keep it to just candidate election. Leslie 2nd. Some discussion. All in favor, Motion carries.**
- **Melissa motions to approve and authorize payment of tax preparation bill of \$2,007.85 to Carboneros. Leslie 2nd. No further discussion, Motion carries.**

OPEN DISCUSSION PERIOD

- **Discussions of volunteer clean ups and potential to have someone on call for hire from individuals who have equipment and manpower, are insured against damages or injury. Individuals can opt to pay or get small parts of the community affected to help pitch in to cover cost.**
 - **Further discussion of how important it is to get a list of community volunteers, identify areas needing cleanup, and have a Clean Up Coordinator who can work with FFCA to let us know dates so we can get word out to potential volunteers. FFCA can assist with lining free dumping fees on specific dates and lining up what equipment we can to assist. This work has been underway by FFCA (list of volunteers and sites) for several months.**
- **Discussions of massive amounts of dumped tires in community. Some reports are coming in of people who know where the tires are coming from (one lot), but evidence is needed to hold them accountable. Photo and video methods discussed. Potential for FFCA to get a roll off for tires quarterly and charge a discounted rate per tire to use this method.**
- **Discussions similar pertaining to appliances/mowers/metal/trash, quarterly roll off stationed at lot to be used on certain days in certain months.**

ADJOURNMENT

- **Meeting adjourned at 3:18pm**