

FERN FOREST COMMUNITY ASSOCIATION
Minutes for Board Meet October 26th, 2024

President calls meeting called to order at 2:05pm

ATTENDING BOARD/INTRODUCTION OF BOARD:

Melissa Fletcher, President

Darren Calistro, Treasurer

Leslie Leber, Secretary (via Zoom)

**Lack of Quorum in September meant no minutes were taken for approval. August minutes were approved and uploaded to the website.

REPORTS:

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

- Summary of September Financial Report
 - Income this month: \$10,914. YTD: \$379,152
 - Expenses: this month: \$37,535. YTD: \$315,218
 - Balance YTD: \$70,404
- Darren motions to approve the financials. Melissa 2nd. No further discussion. All in favor, motion carries.

President's Report

- Quonset hut repairs are nearing completion. New meter box and pole are installed and awaiting inspection before connection.
- Newsletter is arriving in mailboxes now. Note that there was a printing error on the return envelope. Labels are being mailed to members with correct address for return envelope.
- Work is underway to transfer to 501(c)4 status
- Over 300 tires were collected and delivered to the free tire collection site in Kea'au. The collection was initiated by our work (big shout out to our office manager Patty) in calling around to Mayor and other offices to shine a light on the need. Director of Recycling Department of Public Works gave a big Mahalo to the community for letting them know and bringing in so many tires to be properly disposed of. Major shout out to Matt Luera, Ellsworth, Darren Calistro and other volunteers who assisted. We couldn't have done it without you!
- FFCA has partnered with VFFF in a grant proposal to allow more events where we're getting food to our Kupuna and underprivileged in the community. We'll update more as things progress. For now, the grant has been submitted and we wait.
- We're in the process of collecting bids for some of next year's potential improvements, including:

- First stage work on the Leila lot to clear and start to make ready for potential farmer markets or other community uses.
- Doing basework on roads that were never properly prepared for road base.
- Further repairs and maintenance on the Quonset building (interior bathrooms/walls replacement due to extreme mold and rot, electric work, exterior lighting)
- Sign/Bulletin Board at the rock wall.

Roads Report

- Extra loads of aggregate and max allotted man hours per contract were authorized in last 2 months in order to more quickly 'catch up' before rainy season. It worked and a lot got done. We've had to slow down now due to end of year budget, but are largely caught up.
- Grader received new blades and tires.
- Road Work planned for October:
 - Reclaiming on Uluhemalu, Noe Kuahiwi (Upper Middle), & Apuakehau (Lower Middle).
 - Gravel laid on Upper Kokikahi, and side roads off Kokikahi; Uakoka, Kilinahe, & Lelehua.
 - Reclaiming and Gravel complete for Jungle King and Ala Naulani (Lower Road).

OLD BUSINESS:

- New Road Signs – Arrived and inventoried. Installation budget on next year's budget considerations.
- Taxes – All taxes are now current.
- Plumbing trench for water at Portapotty – work postponed as we catch up on roads.
- Quonset Hut repairs – Ongoing, nearly complete

SUBCOMMITTEE REPORTS:

- Capital Improvements (Melissa, Leslie)
 - Electric meter pole replacement permit complete and work is underway.
- Legal Subcommittee (Melissa)
 - TF (chronic FFCA litigant) requested a stay in her appeal while she works through some personal issues.
- Website Subcommittee (Melissa)
 - Financials, Road Maps, and Minutes are up to date.
- Equipment Subcommittee (Melissa and Darren)
 - Allied ordered wrong blades for the equipment, so we're waiting on a redeliver of the correct blades. It is not currently slowing us down as these would be for back up/replacements to have on hand.
- Identifying Community Issues (Leslie and Darren)
 - Update from committee: Problem dog list is being compiled.

- Some junk car call ins for the month of September, none for October.
- Community Officer Miyose and HPD had said they would be following up on needed action for the junk yard situation on Makoa, but NW nor FFCA has received any follow up. Patty and the Committee will contact Miyose for follow up.

NEW BUSINESS: None.

EVOTES SINCE LAST MEET:

- 8/18/24:
 - Leslie motions to accept the August Board Meeting Minutes. Darren 2nds. No further discussion. All in favor, motion carries.
- 8/26/24:
 - Melissa motions to approve the quote from Allied to order two new cutting blades for the Kubota so there are extras on hand when needed. Darren 2nd. No further discussion. All in favor, motion carries.
- 8/30/24:
 - After many discussions with tax/accounting professionals, Melissa motions to change the FFCA's tax bracket from 'Community Association' back to a 501c4, non-profit status, in order to prevent rollover funds as being seen as income and taxed as such. This allows FFCA to be eligible for various grants that can be used for road work, equipment, bus shelters, and other community needs. Darren 2nds. Some further discussion. All in favor, motion carries.
- 9/6/24:
 - Melissa motions to accept Martin's bids for gate replacement/paint/tack weld chains and hinges and repair the recent storm damage on Quonset Building. Darren 2nd. No further discussion. All in favor, motion carries.
- 9/17/24:
 - Melissa motions to approve purchase of new office printer to replace irreparable one currently. Darren 2nd. No further discussion. All in favor, motion carries.
- 9/27/24:
 - Melissa motions that the FFCA accept an invitation to partner in a grant opportunity with Volcano Friends Feeding Friends, with the caveat that FFCA retain the right to cancel the partnership if any part of it becomes unworkable for the association. 30 days written notice to vacate would be the standard. No rent charged, but a requirement for VFFF to cover any/all liabilities this may bring to the FFCA property and FFCA. Darren 2nd. Some further discussion. All in favor, motion carries.
- 9/28/24:
 - Melissa motions to accept the August financials. Darren 2nds. No further discussion. All in favor, motion carries.
- 10/3/24:

- Melissa motions to approve Allied quote for used Kubota bucket. Darren 2nd. No further discussion. All in favor, motion carries.
- 10/17/24:
 - Darren motions to postpone the October meeting by 6 days, to October 26th. Melissa 2nd. No further discussion. All in favor, motion carries.
- 10/19/24:
 - Darren motions to approve expenses for secondary mailing of corrective address in 2024 newsletter. Leslie 2nd. No further discussion. All in favor, motion carries.

MOTIONS THIS SESSION:

Approved September Financials.

OPEN DISCUSSION PERIOD :

- Discussion of FFCA purchasing a trap for community use in trapping stray dogs. Discussion of the increasing dangerous issue of loose dogs, stray dogs breeding wild packs, dangers to community and livestock in an Agricultural Zone, other ideas in mitigation from a local level.
- Discussion of sharing information on how members can gain permission to get small loads of gravel for use on community roads to help fill potholes on their roads between maintenance.
- Request for more narrowed down costs specific to building/FFCA lot costs and specifics of work done. (Board can provide this information to anyone who asks, we're unlikely to do a session about it, but we'll work to compile it so that we can discuss at Annual Member's Meet)
- Request to share with community that many community members wish to express appreciation for the quality newsletter that just went out that was engaging not only to our subdivision, but relevant to many other communities in our district. Mahalo from the board for these sentiments, it means a lot to us to know the work is working!

ADJOURNMENT

- Meeting adjourned at 3:01pm