

**NANAWALE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**APRIL 13, 2011**  
**Minutes**

**CALL TO ORDER: 6:30 pm**

**BOARD OF DIRECTORS:** *Madie Greene, Andrew Dauz, Al Kualii, Gwen Kupahu, Glen Bousquet, Francis Malani, Paul Martinez, Mark Workman.*

**BOARD NOMINEE:** *Minerva Chenoweth; Minerva Chenoweth is an active community member and has previously helped with the Association's internal audits along with other volunteer services on the Big Island. She and her husband Bob Chenoweth has resided in Nanawale since 1965. Her husband Bob is currently active with the Nanawale Neighborhood Patrol Watch. Paul Martinez motioned to nominate Minerva Chenoweth to fill the seat currently vacant with the Board of Directors, Andrew Dauz 2<sup>nd</sup> the motion, all in favor, motion passed for Minerva Chenoweth to fill the current vacant seat with the Board of Directors.*

**COMMUNITY REPORT:** *Officer Daniel Rances delivered the following criminal report for the month of March, 2011: Burglaries (0) in Nanawale (18) in Puna. Criminal property damage (1) in Nanawale (27) in Puna. Robbery (0) in Nanawale (1) in Puna. Thefts (4) in Nanawale (73) in Puna. Unauthorized entry of a motor vehicle (0) in Nanawale (9) in Puna. Unauthorized control of a propelled vehicle (0) in Nanawale (10) in Puna. Assaults (2) in Nanawale (25) in Puna. We were unable to obtain a breakdown of Non Criminal stats ; however there were a total of (45) Non Criminal Calls responded to in the Puna area. Officer Rances once again expressed the importance of the community taking an active role on calling the non-emergency line at 935-3311 if they should have information on criminal activity or know of any suspicious activities going on.*

**PRESIDENT'S MESSAGE:** *Madie Greene; Madie Greene welcomed everyone and had no message at this time.*

**GUEST SPEAKER:** *Ron Quesada has once again cancelled and was unable to attend tonight's meeting. No reschedule date at this time.*

## **REPORTS TO BE ACCEPTED INTO RECORD:**

### **°March, 2011 Minutes;**

*Paul Martinez motioned to accept the March, 2011 minutes into record, Mark Workman 2<sup>nd</sup> the motion, all in favor, motion passed to accept March, 2011 minutes into record.*

### **°Treasurer's Report;**

*Andrew Dauz; Andrew Dauz presented the March, 2011 Treasurer's Report and announced that the office has collected 75% of the budget goal. Andrew also noted that spending is on track and within the budgeted expense. In closing, he announced that the Maintenance roof repairs have been approved to be repaired at a cost of \$2600.00. Francis Malani motioned to accept the March, 2011 Treasurer's report into record, Glen Bousquet 2<sup>nd</sup> the motion, all in favor, motion passed to accept March, 2011 Treasurer's Report into record.*

### **°Staff Report;**

*Robert Berry; A monthly staff report was given to Madie Greene which included the staff duties and projects throughout March, 2011 from administration, recreation, and maintenance departments.*

## **PROGRAM DIRECTOR REPORT:**

*°Architectural Director-Andrew Dauz; Andrew Dauz announced that one of the property owners that had been fined each month for the past seven (7) months for having an illegal structure set on his lot has paid all his fines in full totaling over \$2,200.00. The property has been sold and the new owner is in the process of obtaining the appropriate permits and plans with the county. For every illegal structure that comes down, two (2) more will usually pop up and it is an on-going problem; however, all property owners who are not in compliance are being addressed.*

*°Environmental Director-Glen Bousquet; Glen Bousquet announced that the large tree near the entrance to Nanawale Estates has been removed by the City & County. There are still some large trees remaining and the City & County have tagged them with a Blue "X" and are scheduling to remove them very soon.*

*°Maintenance Director-Paul Martinez; Paul Martinez announced that the new awaiting tractor is still currently in California. He reported that the maintenance crew had to halt road maintenance near Hawaii Road and are waiting for better weather to continue maintaining the roadways. Forest Road will be of high*

priority as the road is very bad in that area. At this time, the maintenance crew have replaced nine (9) street signs.

° **Neighborhood Patrol Director-Al Kualii**; Al Kualii commended the maintenance crew on the good work they've been doing to keep the roadways clear and safe. Al brought a branch from a Miconia plant with him to the meeting. He wanted to show everyone who was not familiar with the plant what a miconia plant looks like. It is apparent that the Miconia's are seeding and spreading throughout many areas. Al reported on an incident last Wednesday where someone hopped the fence and entered the premises of the community center. The police was called and accompanied with the police Al did a walk-through of the premises and found that everything was secured and safe.

° **Policy Director-To be Filled**; No report at this time.

° **Recreational Director-Andrew Dauz**; Andrew reported on the past Springtime Fun & Family Fun Day. In spite of all the rain that day, the turn out was good and everyone had a great time. Andrew also reminded everyone of the upcoming Easter Egg Hunt for the children to be held on Friday, April 22, 2011 from 2:00pm until 4:00pm. Andrew, along with the Recreational Staff has everything planned and in place for the upcoming Summer Fun Program. In closing, Andrew requested that it be looked into where staff may attend a certification program from OSHA for a training on safety issues. There was an incident where a staff member had opened a container of shock treatment for the pool where the chlorine is strong. As the container was opened by the staff, it exploded and some of the chemicals had splashed on to the staff. Immediate action was taken; however, Andrew expresses a need for safety training for the staff be looked into.

° **Team Action Nanawale Director-Francis Malani**; Francis Malani reported that he is still following up with Russell Ching from Matson to obtain a container for possible bulky items to be stored. He will be setting a meeting up with the Men of Pa'a regarding the invasive Miconia plant and the issues arising from its' spread in the community.

#### **UNFINISHED BUSINESS:**

1. **Lighting for Longhouse/Parking Lot**: Robert Berry; Robert Berry reported that the plans for installing the lights for the Longhouse and Parking areas

*is still on hold as he is in the process of receiving bids from licensed electricians within the next month.*

- 2. *Illegal Structure on Seaview:*** Andrew Dauzi; Andrew reported that we are currently filling out all paperwork received from the attorney and will move forward when paper work is complete and submitted to the attorney. At that time the attorney will decide if he will assist us with this particular case.
- 3. *Security Cameras at Longhouse:*** Robert Berry; Robert Berry reported that he will be rescheduling the installation of security cameras in the maintenance area. Due to the leaks from the roof of the maintenance workshop, Robert notified everyone that the issue with the roof needs to be addressed before installing the security cameras. He reported that Bruce has ordered the materials in need of repairing the roof.
- 4. *Street Lights:*** Gwen Kupahu; Gwen Kupahu announced that there will be a total of eight (8) street lights in the planning within the community by the City and County. The plan includes three (3) located on Nanawale Blvd., four (4) will be located from the Longhouse down to the end of Kehau Rd., and one (1) to be placed by the new water spigot area located just outside of the Nanawale Estate sign. The City and County will also include placing legal and convenient signs located at this area as well.

#### **NEW BUSINESS:**

- 1. *External Audit for 2010:*** Andrew Dauzi; Andrew announced that Carbonaro CPA & Associates, Inc. spent last week at the Association office performing the annual audit for 2010. This year the auditing team randomly chose members in the community and sent them letters of confirmation of their balance as of December 31, 2010. It is crucial that the letters of confirmation be mailed back to Carbonaro CPA & Associates, Inc. as it is part of the 2010 audit and the results will be reported back to us as soon as the audit is completed. Members who have been randomly selected to receive these letters are also advised not to send in any payments with the returning confirmation.

#### **MEMBER TESTIMONY:**

- 1. *Beverley Godfrey:*** Beverley Godfrey's testimony advised the Corporation membership to remove current Executive Board President, Madie Greene from her current holding position. Beverly felt that Madie Greene has exceeded her two (2) year consecutive term which disqualifies her from continuing to serve as a member on the Executive Board. Robert Berry reported that he would follow-up with this matter by checking with the Nanawale By-laws and

*checking past records and information recorded from past meeting minutes.*

- 2. **Sandra Hubbard:** In closing, Sandra Hubbard expressed her appreciation for all the hard work that the Nanawale Community Association Staff and Board Members have been doing during the past year. She also expressed how very proud she is of all Members on the Board.*

**MEETING ADJOURNED:** *Paul Martinez motioned for the meeting to be adjourned, Gwen Kupahu 2<sup>nd</sup> the motion, all in favor, meeting adjourned at 7:30pm.*