

**NANAWALE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**MARCH 9, 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, Eleanor Shannon.*

**ABSENT:** *Mark Workman.*

**COMMUNITY REPORT:** *Officer Daniel Rances and Officer William Brown were unable to attend the meeting; however, left the stats report with Madie Greene who shared the following report for the month of February. Burglaries (1) in Nanawale (17) in Puna. Criminal property damage (0) in Nanawale (30) in Puna. Robbery (0) in Nanawale (2) in Puna. Thefts (1) in Nanawale (38) in Puna. Unauthorized entry of a motor vehicle (0) in Nanawale (13) in Puna. Unauthorized control of a propelled vehicle (0) in Nanawale (8) in Puna. Assaults (2) in Nanawale (35) in Puna. We were unable to obtain a breakdown of Non Criminal stats ; however there were a total of (57) Non Criminal Charges in the Puna area.*

**PRESIDENT'S MESSAGE:** *Madie Greene; Madie Greene made an announcement on behalf of the Community Development Plan. She reported that DHHL has 23,000 acres across the island in which most of the land given to DHHL are not readily available for building. The Implementation Committee would like to implement a Cultural Center along Makuu. 56 acres is budgeted for Pahoia. Councilman Fred Blas is currently seeking monies for a master plan design for the budgeted 56 acres. Plans include recreational facilities for the children such as parks and a football field where the teams can practice and play.*

**GUEST SPEAKER:** *Richard Dods, from Puna Geothermal Ventures was unable to attend due to a conflict in schedule and has rescheduled for April 13, 2011.*

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

### **°February, 2011 Minutes;**

*Eleanor Shannon requested amendments made to the February, 2011 minutes. She requested under the Policy Director's section starting with sentence 1 (one) to read as follows: "Eleanor Shannon presented Board Members with a copy of the Executive Committee Meeting Agenda regarding Membership Voting Policies and Procedures." In addition, Eleanor also requested sentence 3 (three) to read as follows: "She also noted that all committee decisions will be ratified by the Board." Glen Bousquet motioned to accept the minutes with amendments into record, Gwen Kupahu 2<sup>nd</sup> the motion, all in favor, motion passed to accept February, 2011 minutes with amendments into record.*

### **°Treasurer's Report;**

*Andrew Dauz; Andrew Dauz presented the February, 2011 Treasurer's Report and announced that the office has done a great job with the collections of association dues and have collected 60% of the predicted budget. Andrew also announced that the second billing will be going out by the end of March. Glen Bousquet motioned to accept the February, 2011 Treasurer's report, Al Kualii 2<sup>nd</sup> the motion, all in favor, motion passed to accept February, 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 February, 2011 from administration, recreation, and maintenance departments.*

## **PROGRAM DIRECTOR REPORT:**

*°Architectural Director-Andrew Dauz; Andrew Dauz announced that two (2) more illegal structures have been successfully removed in February; however, four (4) more have popped up in the neighborhood. At this time, all property owners have been notified of the structures on their properties and all are being addressed.*

*°Environmental Director-Glen Bousquet; Glen Bousquet reported that he has assisted several members with removing albizia trees from their property. At this time, there are two (2) large trees located at the beginning of Nanawale that will be removed by next week. Glen has taken pictures of lots for those members who have not yet addressed the dangers the trees located on their property are posing.*

*°Maintenance Director-Paul Martinez; Paul Martinez announced that the new tractor will be arriving sometime in April. He commended the Maintenance Crew on doing a great job. Paul reported on problems with the maintenance area being subjected to a recent attempted break-in. The plan of placing security cameras for*

*the maintenance and longhouse areas is in process. A bid has been received on setting up the security cameras; whereas, the maintenance crew will be assisting with the set up of all security cameras being installed.*

*° **Neighborhood Patrol Director**-Al Kualii; Al Kualii reported that the problems with the Miconia plant is spreading. General Manager, Robert Berry will meet with Maintenance Supervisor, Bruce Kuamo'o to locate the problem areas. Al announced a report issued from the Police Department notifying residents in Puna to watch for any suspicious behaviors and to notify the Police non-emergency number 935-3311 if they should feel that something should look suspicious. There has been a problem with mailboxes being broken into around the Puna areas. Police are asking the public to notify them if they are a witness to these crimes. Al reported information he received from the County Department claiming that it would not be feasible to place speed bumps on Nanawale roadways as it would hinder the emergency vehicles from getting to a destination in the subdivision in a timely manner.*

*° **Policy Director**-Eleanor Shannon; Eleanor Shannon requested to reschedule the Executive Committee Meeting regarding Membership Voting Policies and Procedures. Madie Greene noted that she will check her schedule and get back to Eleanor to reschedule the date and time.*

*° **Recreational Director**-Andrew Daus; Andrew reported on the past Valentines Event which included a cupcake decorating contest. The turnout was great. There were 30 entries for the cupcake decorating contest in which there were three winners for each age group. A great time was had by all the children participating this year. The Flyers have been posted for the upcoming Springtime Family Fun Event to be held on Saturday, March 19, 2011 from 12:00pm thru 4:30pm. Lunch will be served and there will be a waterslide for the children and events planned such as relay races, tug of war, and an apple bobbing contest, as well as more fun activities. Andrew has met with the Recreational Staff and is working on preparing for this year's Summer Fun Program.*

*° **Team Action Nanawale Director**-Francis Malani; Francis Malani is still working on scheduling a bulky item pickup and coordinating a possible schedule with the Hilo Dump to take the items. It was suggested that Francis contact Russell Ching from Matson as he would be the person whom we would probably be able to obtain a container from. An alternative option was to look into purchasing a Matson container. Lastly, there is another option to follow up on applying for the Ipo Kaaina Program in which we may receive the use of a container due to our non-profit status. Francis will do further follow up Matson.*

## **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 has been cancelled for another month as it has come to our attention that the electrician that we planned to hire did not have a business license. Therefore, we will be accepting bids again from licensed electricians only.
- 2. Lawyers for Illegal Structure/Seaview:** Al Kualii; Al received paperwork from the Real Estate Attorney, John Ono. Al and Robert Berry will be working with the attorney to note what services we are in need of from the attorney. The attorney will then review the notes and determine at that time if he is willing to take on this particular case.
- 3. Fines on Owners w/Pet Nuisance:** Robert Berry; Robert Berry reported that loose and barking dogs is still a continuing problem in the neighborhood. Robert suggested that policy and procedures dealing with pet nuisance can be followed identically to the non-compliance policy and procedure that was approved on April 18, 2007 and adapted on June 13, 2007. The normal procedure is that a courtesy letter is sent to the pet owner and given ample time to address the issue or complaint. A second (2<sup>nd</sup>) notice is then sent. If the problem is still not addressed, a third (3<sup>rd</sup>) notice will be sent. If it is still not addressed, a fine will be imposed. Discussion is still needed to agree on the amount of the fine. It was recommended that we follow the County fine procedure. Paul Martinez motioned to approve that we follow the County procedure, Francis Malani 2<sup>nd</sup> the motion, all in favor, motion passed. After further discussion, it was decided that following the policy from the Humane Society would be much more suitable. Paul Martinez motioned to rescind the original motion, Glen Bousquet 2<sup>nd</sup> the motion, all in favor, motion passed to rescind original motion. After thorough discussion, Glen Bousquet motioned to adapt the fine schedule that follows the Humane Society rules, Frances Malani 2<sup>nd</sup> the motion, one(1) opposed by Eleanor Shannon until it is made sure that the fine charges are in compliance, motion passed by majority that Nanawale Association, Inc. adapt the fine schedule that follows the Humane Society rules.

## **NEW BUSINESS:**

- 1. Bid Approval for Security Cameras at Longhouse:** Paul Martinez; Paul Martinez discussed the cost of the security cameras and installation for the Longhouse and Maintenance Shop area. After discussion approval for the lowest bid of \$1336.00 to install the security cameras was submitted for approval. Glen Bousquet motioned to approve the bid of \$1336.00 to install the security camera, Andrew Dauz 2<sup>nd</sup> the motion, all in favor, motion passed to accept the bid of \$1336.00 to install the security cameras at the Longhouse and Maintenance areas.
- 2. Letter Requesting Charges Dropped Against Donald Snyder:** Robert Berry; In May of 2010, a witness reported an incident of someone dumping trash on another owners property. Both the license plate and pictures of the vehicle was obtained by the witness and a police report was filed. At this time, Mr. Donald Snyder is being charged with illegally dumping the trash. Mr. Snyder is requesting Nanawale to drop the charges against him as he was given orders by another Nanawale homeowner to place the trash on the lot. Mr. Snyder claims he was doing some work for a member in the community; therefore, he feels it is not his fault. After thorough discussion, it was suggested that Nanawale Association write a letter to the prosecuting attorney and/or judge requesting that Mr. Snyder pay restitution for all cost and expenditures that Nanawale Association incurred to haul the trash from the lot; and therefore, denying the request to have the charges against Mr. Snyder dropped. Francis Malani motioned to deny request of dropping the charges against Mr. Snyder, Andrew Dauz 2<sup>nd</sup> the motion, all in favor, motion passed to deny request to drop the charges against Mr. Snyder.
- 3. Letter Requesting use of Longhouse from Pamela C. Perkins:** Robert Berry; Ms. Perkins is requesting approval to use the Nanawale Recreation Center for her non-profit organization to put on a workshop on April 16, 2011. After thorough discussion it was noted that there would be a charge for the workshop and it was not an event that would be free and open to the community; therefore, it was suggested the request be denied. Andrew Dauz motioned to deny Ms. Perkins use of Nanawale Recreational

Center for her organization's workshop, Francis Malani 2<sup>nd</sup> the motion, all in favor, motion passed to deny Ms. Perkins request.

**4. Member Testimony to be Placed at Beginning of Agenda:** Glen Bousquet; Glen Bousquet requested to have this subject be stricken.

**5. Board Members Communication with Employees:** Glen Bousquet; Glen Bousquet recommended that issues between Board Members be discussed and rectified between Board Members only. He recommended that the Board Members not share or burden the employees with issues that do not pertain to them and should be discussed and rectified within the Board Members.

#### **MEMBER TESTIMONY:**

**1. Rene' Siracusa, President of Malama O Puna;** Rene' Siracusa expressed her concern and support regarding the unfortunate loss of one (1) Board member due to a non-compliance issue even with multiple warnings and opportunities to become compliant. She expressed that it would be illegal and unfair to have a Board Member who is not in compliance, be allowed to make policy decisions. Rene' also stressed that it would send the wrong message in the community that there are two sets of rules – one for Board Members, and another set of rules for every one else. It would be a conflict of interest, which is not only a violation of the bylaws of Nanawale, but of the IRS rules governing nonprofits and State law. In closing, she added that allowing the Board Member who does not comply with the rules, Nanawale would be risking its' own non-profit status and therefore, would not be meeting its' own fiduciary responsibility to protect the Association from legal liability.

**2. Madie Greene, President of Nanawale Community Association, Inc.;** Madie Greene announced that she is calling an Executive Committee Meeting to follow immediately after the adjournment of this meeting.

**MEETING ADJOURNED:** Francis Malani motioned for the meeting to be adjourned, Al Kualii 2<sup>nd</sup> the motion, all in favor, meeting adjourned at 8:00pm.