

Kailapa Community Association
January 11, 2017
Board Meeting Minutes

Role Call: Sam Peck, Robert Lyman, Keala Drummondo, Diane Kanealii, Kalani Grace, Kaleo Bertelmann, Lynn Jardine, Izzy Kalaau-Catrett

Quorum: Yes

Meeting called to order: 6:33 PM

Pule: Keala Drummond

Treasures report: Lynn Jardine-motion to accept report as submitted by Keala Drummondo, 2nd by Robert Lyman, approved

Minutes: Izzy Kalaau-Catrett-motion to accept as submitted by Lynn Jardine, 2nd by Keala Drummondo, motion approved

ED report: Diane Kanealii-motion to accept report as submitted by Keala Drummondo, 2nd by Lynn Jardine, approved

Request to Amend agenda to add items as listed by Lynn Jardine, 2nd by Keala Drummondo, approved

- HELCO Power pole- Per Manu Saito, a power pole needs to be installed as the wire would hang 4 ft off ground if came off pole across Kailapa St.

Options: Pay for pole

Look at alternative poles

Write letter to HELCO to ask for donation as their power

liens that serve communities to the N. of Kailapa run through DHHL without compensations and they use easement road to get to site

Motion to have ED contact HELCO and ask for donation by Robert Lyman, 2nd by Kaleo Bertelmann, motion approved.

- **Request for reimbursements-** ED submitted future reimbursement for cost of Hotel on 'Oahu to attend the opening of the Legislature and to meet with representatives and Finance Chair to gain support for the 2.5M GIA request. Amount requested is to cover cost of Hotel for 2 nights near the Capitol to avoid car rental and parking fees is \$583.50 to be paid when funds become available. Motion to approve request by Lynn Jardine, 2nd by Keala Drummondo, approved

- **FireWise Activities-**ED explained that KCA has been approved as a FireWise Certified community which gives opportunity for \$5000 grant. Asked board if the funds from this grant could be used to create some type of fire break near the ungulate proof fence that the Kohala Watershed partnership was funded to build fence around Kailapa and other communities. Discussion took place and will be discussed further as more information becomes available

- **Annual mtg guest speaker:** ED suggested KCA invite KWP Cody Dwight to discuss the grant they received for ungulate proof fencing. ED will reach out to Cody
- **Invitation:** County Councilman Tim Richards to attend annual meeting and say a few words-Robert Lyman to d invitation
- **Waivers/Volunteer hrs:** ED reminded Board that waivers much be done at every event, or work day to protect the organization from liability but also to document volunteer hours to use for match in grants. Lynn Jardine will take the responsibility to manage the sign in sheets and tracking volunteer hours. ED will get the forms to Lynn

Old Business:

1. Project Updates:
 - a. Aquaponics & Workshop for Lessees-Troy from Papakolea willing to work on getting kits for KCA and ship to eliminate the need of gathering supplies. Discussion lead to decision to get supply list form Troy , purchase locally and not pay for shipping. ED to work with Troy to get material list and with UH Hilo AG to do workshops for community. Community participation and commitment of participants will be discussed at annual meeting on January 22nd
 - b. Pavilion & Blessing- AhMoo will chair community gathering. Date will be determined as building nears completion. Need one more roll of strapping, ED/PM to purchase and deliver by Saturday
 - c. Playground Fencing-All material purchased and delivered. Keala will be working to get fence installed
2. Capacity Grant – docs need after 1st review. Lynn Jardine working on grant, Needs : Board BIOS, KCA Administration and Operating expenses for 2016, 3 Letters of support by Friday 1/13/17

New Business:

1. A/P approvals:ED submitted request for reimbursements for expenses paid for by ED personal credit card (CC) for fencing materials \$2,573.02, news-letter printing \$127.00, Brochure printing \$234.38, and Honsador for difference in cost of siding \$799.37.Question by Lynn as to why ED using personal CC vs KCA card. Response-ED : KCA CC limit is \$2000, some of the expenses exceed that amount, and ED does not always have the CC or checkbook on hand when expenses unexpectedly occur. Motion to approve request by Lynn Jardine, 2nd by Keala Drummondo, approved
2. GIA/NMTC – Funding, travel, DHHL Commission mtg. ED to attend HHC mtg to support La'i Opua 2020 NMTC approval by HHC. What happens at

that meeting could impact KCAs future NMTC request. ED feels important to be represented in person to testify, listen in on the HCC discussion and decisions. Reimbursements will be submitted as incurred and to be paid when funds are available

3. Annual Mtg/ Elections: Sun. 1/22
 - a. Agenda-Lynn to work on
 - b. 3rd party ballot counter-Robert to invite Tim Richards to serve as 3rd party
 - c. Food/supplies/ Display Boards-Keala to do display board, ED to provide the photos and board. Food will be potluck style and chaired by AhMoo.
 - d. Board Commitment to attend: 100%
 - e. Izzy will make lei for the guest speaker and Tim
 - f. Maha Kanealii will make the ballot box, Keala and Sam to post near sign for residents to drop off the nomination forms , then the ballots for election
4. Wiliwili Festival-Jan 28, ED will set up booth and represent KCA
5. State Water Plan (SWPP/CRWM) – DHHL Plan-ED writing testimony to support plan with amendments to the amount of water to be reserved for DHHL in Kawaihae
6. Tax certification Letters- ED add 2 more names to list provided to Treasurer Lynn who will send out the tax certification letters prior to 1/31/17. ED to update the list and send to Lynn ASAP
7. Electrician- Robert Lyman working with "Gino" to get electrician quote for pavilion. Manu Saito also got 2 quotes as back up if board not able to secure commitment by the time it needs to be done.

Adjourned: 8:05

Next meeting: 2/8/17 6:30PM

Peck's house