

**Orchidland Community Association
Board of Directors Minutes
January 17, 2023**

Call to Order: President Doug Anderson presiding. This is the OLCA Board of Directors meeting of January 17, 2023 via Zoom online conferencing the time is 6:32 pm.

Board Members Present: President Doug Anderson, Treasurer Hershel Hood, RMC Chair Tara Brandon, Secretary Mike Colson, and Directors Ace Cigna, Jon Erickson, and Jeremai.

Motion 01172023-1: To approve the Agenda for the OLCA Board of Directors meeting of January 17, 2023 as distributed by OLCA Secretary (via pdf). Second ____ Discussion ____ CALL TO VOTE ____ Approved 7 of 7.

Motion 01172023-2: To approve the Minutes for the OLCA Board of Directors meeting of December 20, 2022 as distributed by Secretary (via pdf). Second ____ Discussion ____ CALL TO VOTE ____ Approved 7 of 7

Monthly Reports and Motions:

President, Doug Anderson:

Good evening and thank you for your attendance. After the general business of the board is finished I will go over some of the information I've acquired that was requested at the last meeting. Info in reference to our lien procedure and where we stand, and a decision I believe we need to make over the Commercial businesses and their road maintenance fees. There will also be a short discussion of where we are in the web update situation and any further suggestions from board members.

Treasurer's Report, Hershel Hood

This is the OLCA Treasurer report for January 17, 2023. The following information has been provided by the OLCA Bookkeeper, DPSI, Hilo, HI. The financials summary document, provided by DPSI, is on the PDF provided. The following is a summary of the expenses paid by OLCA in the month of December 2022.

Administration expenses:

1. DPSI, monthly accounting services November 2022. = \$2,617.80.
 2. DPSI, credit card processing, \$14.66.
 3. Carbonaro CPAs, 2021-2022 fiscal year tax returns, \$1,963.35.
 4. Landa web services, \$358.12.
 5. Patrick Donegan, Zoom services, December 2022, \$75.00.
- Total administrative expenses = \$5,029.27.

Road maintenance expenses:

1. AT&H, asphalt pothole filling, \$2,435.18.
 2. AT&H, mowing community lot, \$550.16.
 3. Watkins Paving, backhoe, flail mower operator, \$26,780.09.
 4. Frank Perdichizzi, roadside mowing, tractor operator, \$6,792.50.
 5. D&L services, roadside trash removal, \$5,222.51.
- Total road maintenance expenses = \$39,344.00.
Total expenses paid in December 2022 = \$46,732.00.

Motion 01172023-3: To approve DPSI invoice #12306, in the amount of \$2,617.80. monthly bookkeeping services December 2022.

Second _____ Discussion _____ CALL TO VOTE _____ Approved 6 of 6

Motion 01172023-4: To approve DPSI invoice #12852 in the amount of \$329.84.
Purchase of 2,000 envelopes for OLCA MRMA's 2023 reminder billing.

Second _____ Discussion _____ CALL TO VOTE _____ Approved 6 of 6

Motion 01172023-5: To approve the transfer of funds from the OLCA general fund into the OLCA paving fund in the amount of \$73,350.00.

Second _____ Discussion _____ CALL TO VOTE _____ Approved 6 of 6

This is 25% of annual funds received from MRMA dues, once budget has been met. Fiscal year 2022-23. The Budget for fiscal year 2022-23 as approved by the OLCA members and BOD is based on receiving approximately 61% of total MRMA's due in the amount \$293,400.00. As of November 30, 2022 the total amount of revenue received from MRMA dues payments is \$375,560.00. This amount exceeds the estimated budget by approximately \$82,160.00. Subtract approximately \$15,000.00 for OLCA general liability insurance renewal due in May/ June of 2023. The remaining balance is approximately \$67,000.00 over the projected budget.

1. Road maintenance = \$146,000.00 at 50% of dues received.
2. Paving expenses = \$73,350.00 at 25% of dues received.
3. Administrative expenses = \$73,350.00 at 25% of dues received.

This month, there will be a MRMA reminder billing that will go out to all delinquent property owners in OLCA. This project is being done by the OLCA bookkeepers at DPSI. We hope and expect that due to the much improved conditions and safety of the roads, thanks to Tara, people will be inspired to pay their annual association dues. At this time, I believe that it would be prudent to wait until the next meeting to evaluate the amount of funding availability. There will be some funding for the roads but I can't predict how much, now.

Thanks to Doug for becoming an official OLCA signatory at CU Hawaii.

That concludes my treasurer report. Any questions? Please ask. Thank you.

H.H. Treasurer

Road and Maintenance Committee Report, Chairperson Tara Brandon

I have received three invoices and there are no other outstanding invoices. If there is budget allowance for another project to put forward in a motion, I'm hoping to be able to add during the meeting? Thank you for all of the information you have sent me!

***Motion 01172023-6:** Approve payment to ATH Invoice #9420 in the amount of \$1,661.57 - Pot Hole Filling **PAVING FUND**

***Motion 01172023-7:** Approve payment to pay Yamada Invoice #152448 in the amount of \$1,938.45 - Cold Mix **PAVING FUND**

***Motion 01172023-8:** Approve payment to D&L Services Invoice #2 in the amount of \$2,335.07 - Trash Removal/Hauling **GENERAL FUND**

***All three above motions approved 7 of 7.**

This concludes my abbreviated report. Thank you. Tara

Agenda items for discussion:

1. **Commercial Fees for Orchidland Businesses:** President Doug outlined the issues with collecting the fees and agreed to work with Secretary to find a way forward to getting each business – in their separate capacity – to pay dues of \$2000 per annum.
2. **Webpage:** Mike Colson presented an outline detailing the new web design and provided a basic time line. Completion is expected for review by directors at March, 2023 BOD.

New Business:

1. **Post Office Box Security:** Secretary reflected on his lack of confidence that the box was not being emptied by persons unknown. Attempts to change key were prevented by USPS as President is the only person charges with acting on OLCA behalf. Doug Anderson will check into matter.
2. **Meetings with County Officials:** It was recommended to actively pursue relevant county officials (e.g. Peter Steinberg) about inequities with roads usage (by county and businesses), remuneration for that usage, county oversight and budget allocation for maintenance of major traffic areas (Orchidland/Pohaku Drive). Idea to set up presentation on site with officials suggested.

Meeting Adjournment:

That concludes the OLCA BOD meeting for January 17, 2023, motion to adjourn, call to vote, all in favor _____, the time is 8:04pm.