

1.17.19 VCARMC Board meeting DRAFT Minutes  
Cooper Center 7 pm

Present: Mike McKenney, Alan Holt, Joe Garza, Mary Lee Knapstad, Ron McIntosh,  
Julie Williams

*Motion to approve minutes as amended- Joe, 2<sup>nd</sup> Ron - All approve. Motion passed.*

Treasurer's Report

Account statements for entirety of 2018 submitted by Treasurer McKenney

Last 2 lines of last page bring us up to date.

Form 1120H due 4/20/19

Total deposits and interest for 2018- \$19,000

Spent \$33,00 for the year

Balance -\$11,129.07

Anticipated expenses \$4,250.00 second half of payment to Triple K. That will bring our balance down to \$7,000

Expect to pay another \$1,500 for Warren Gilbert's service and \$2500 for insurance.

That will leave VCARMC with about \$3,000

We are required to file 1099 for Warren Gilbert

2019 assessment \$14,125.00 72% return

*Motion to accept treasurer's report-Joe, second - Mary Lee, All in favor. Motion passed.*

Other Business

\*\*Mike shared spreadsheet 20 year history of property assessments in the subdivision. As well as history of all previous and present owner. He also shared the spreadsheet for past due assessments including those who were sent letters. 32 owners past due for 2019. Need to send a reminder letter. 22 owners need follow up letters (some are the same). Approximately 36 total letters to be sent to be sent out by Mike and Mary Lee. For those with a 3<sup>rd</sup> notice, Ron suggests stating that a lien would be filed against the property. Mary Lee wants to take a look at Alan's draft and take some wording from it. Ron suggests that for those with third notices, a return receipt be added.

\*\*Cooper Center membership \$75/year plus 4 hours/month volunteer work to remain members.

*Motion we will cancel our Cooper Center Council membership. no longer have quarterly meetings at Cooper Center rather in board homes. Annual meeting only at Cooper Center each October. Motion- Joe, second-Alan. All in favor- motion passed.*

\*\*IRS status- VCARMC is considered compliant following a call by Mary Lee to IRS in December, 2018. (spoke with Ivy ID#1001808928.) since Mike sent in the form 1120H.

Commented [JW1]: ary

Mike says we don't have to file for formal tax exempt status.

Next step, fill out Hawai'i State GET exemption form G-6. Need proof from IRS that we are compliant. Federal tax exemption form is asked for, but we don't have that. Mike will look into this step.

**\*\*Mailer for appeal for new board members composed by Alan Holt. We will send the letter to all owners. However, the letter states that the only people who can serve on the board must be current in their assessments. Mike feels that the letter needs to speak more assertively- saying property values will drop due to road deterioration -with no road repair or maintenance, no mowing. Also there will be no liability insurance for the subdivision. Discussion to consider Day-Lum as manager of our road assessment collection for an annual fee. Mike will look into the possibility and the cost.**

**Ron moves that we contact Day-Lum to do Bookkeeper, fee collection, newsletters. 2<sup>nd</sup> Julie - All in favor ,motion passed.**

**\*\*Insurance- Our provider can sell us a Directors and Operators policy for one year instead of 3 if necessary.**

**\*\*Mary Lee and Ron talked with attorney Will Rosdell re: VCARMC dissolution. State Department of Commerce requires a notice of dissolution.**

**\*\*Triple K should be finishing Road D, apron at Olomea and Wright Road, Kekoanui between Betsy and John Kim. Julie will inform John Kim that Triple K will be trimming trees on his easement.**

**\*\*Mary Lee discusses that numerous landowners are against the periodic roadside poisoning. She is extremely uncomfortable with overseeing the poisoning.**

Next board meeting April at Joe Garza's house April 11, 7 pm.  
October Annual Meeting date - 12, 19 or 26.

**Motion to Adjourn 8:50 Mary Lee, 2<sup>nd</sup> - Ron**

**Draft Minutes submitted by,  
Julie Williams  
Acting VCARMC Secretary**