

KAP Roadway Maintenance Association, Inc
Board of Directors Meeting and Workshop
Friday, March 18, 2022 9:00 am
75-473 Nani Kailua Drive (Steve Lopez Lanai)

MINUTES

- I. Call to Order - 9:04 am by President Tuttle
- II. Roll Call - Tom Carey, (excused absence), Steve Lopez, Mune Morichika, Scott Sveiven, Cindy Tuttle present
- III. Minutes - None (Minutes of November 4, 2021 were approved via email 1/14/22)
- IV. Financial Report - Steve Lopez - None
- V. Update on Association Formation - An update was provided on the formation of the Association. The Articles of Incorporation have been accepted by the DCCA; The non-profit status has been submitted; Treasurer Lopez has opened new bank accounts, a post office box and secured an email account.
- VI. Regular Agenda
 - A. Dry Wells - Discussion ensued regarding cleaning of the drywall's and the status of the worst wells. Dry well number 3 is the only one that exceeds the County standard of being more than 50% filled. **MO-TION: Contract to have well #3 cleaned for the bid price of \$1000.00.** Vice President Sveiven moved. Director Morichika second. Passed unanimously.
 - B. Set Annual Meeting Date - The Annual Meeting Date was set for **May 14, 2022, 11:00 am, Home of Vice President Sveiven.** Treasurer Lopez and President Tuttle will work on a proxy and package to distribute to the membership. They will submit it to the Board prior to dissemination for comment and approval.
 - C. By-laws - The Board reviewed every section of the proposed By-laws, provided comments and corrections. President Tuttle will send a corrected red line version via email to the Board for final review and adoption.
 - D. Budget - Treasurer Lopez gave an overview of the KAP budget and historical spending. The Board reviewed each line item and made suggested revisions for the 2022-23 budget. Treasurer Lopez will update the line items and return for Board review and comment.
- VII. Future Agenda Items - None

VIII. Other - None

IX. Follow up Items and Next Meeting - Proposed Bylaws and budget will be disseminated for comment, review and possible approval.

X. Executive Session (if needed) - None

XI. Adjournment - 11:15 am