



Volcano Cymbidium Acres  
Road Maintenance Corporation

## **VCARMC Annual Meeting Minutes**

10/19/2024, 4 pm, Cooper Center

In Person and on Zoom

**Present:** President: Gigi Lee, Vice President: Michael Stacy, Treasurer: Kris Scanlon.  
Board Members: Michael McKenney, Marc Bowser, Bud Muth.  
Landowners: Phil and Susan Gagoric, Sharon and H. John Moraes, Herbert Aoki, Joe Garza.

**I. Call to Order** by President Gigi Lee at 4 pm.

**II. Approval of minutes:** After everyone present had read the minutes of the 2023 annual meeting, Sharon Moraes moved to approve, Marc Bowser 2nd. All agreed.

### **III. Old Business:**

#### **Treasurer's Report:** Kris Scanlon

1. We have \$36,398.28 in checking, and \$91,445 in a Treasury Bond, no outstanding bills.
2. \$13,448 has been collected in 2024 so far. Eighteen properties (\$13,000) are past due. Three properties have liens. So far, we decided to renew liens every 6 years until property is sold and all late fees and charges can be collected. No foreclosures are planned at this time.
3. Proposed Annual Budget: Total Income: \$47,100.  
Expenses: Administrative: \$4,312, Technology \$802, Office Supplies \$1205, Road Maintenance \$4,200. Total: \$10,519.  
(Details can be found on the back of the meeting agenda sent to all members.)
4. 2025 Assessments will be sent out November 1<sup>st</sup>. Included with the assessment statements are proposed changes to our Bylaws along with ballots. Many of the issues are due to changes in Hawaii law since the Bylaws were written in the 1990's. Approval by two-thirds of those voting is required for passing each issue.

#### **Roadside Maintenance and Pothole repair**

1. Marc Bowser reported that we still pay \$700 per quarter for mowing. Clean-up of cut ginger would cost extra. He has been working hard at getting a new spray that is environmentally friendly and not too expensive.
2. Kris reported that this year we were able to buy materials for pothole repair in bulk, thanks to the loan of a truck, which reduced the cost from \$900 to \$260. There is a new pothole opened up on Laukapu around the corner from Ke Koa Nui that needs to be filled.  
Volunteers are needed for spraying and pothole repair.

### **IV. New Business:**

#### **1. Road Condition Survey and Repair, Proposed Road Maintenance Plan:**

The Road Condition survey was conducted according to the PASER Manual by Bud, Kris, Marc, and Michael, who walked all our roads. Board members rated them by sections. This was averaged and rankings were established according to condition (See Annual Letter). The final report is on our website. The survey is intended to be conducted annually.

Chip/Seal is least expensive, but hard to come by. The first section to be resurfaced is ready except plantings in the right-of-way in front of one homeowner's property need to be removed. If we have to use asphalt overlay to complete one whole road, we will need to collect more funds for another couple of years, and additional funds to have enough money to pave one road every 7 years.



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## **2. 2025 Proposed Budget:**

The Proposed 2025 Budget was sent with the Annual Letter. We are trying to keep costs down. It would help to have email addresses from all members, to reduce mailing costs. Email addresses of members are not shared. The total annual assessment of \$47,100 would be collected if all members pay. All expenses are listed in the budget, and were briefly discussed. All members own a fractional interest in the total private road system. A member needs to come forward to join the Board, and take on the Treasurer position, so the cost of a professional bookkeeper does not need to be added to administrative costs.

## **3. Association Website:**

Michael Stacy researched websites and found Dream Host best meets our needs. Our website is [www.vca-rmc.org](http://www.vca-rmc.org). Much information has been added to the site. We are now using it to communicate with members, as one of the methods permitted by the Hawaii Revised Statutes. Email suggestions for things to add to the site at [Board@vca-rmc.org](mailto:Board@vca-rmc.org). Members can now attend our quarterly board meetings by Zoom. Please look at the site.

## **4. Proposed Rights-of-Way Policy:**

Our proposed Rights-of-Way Policy are posted on our website under the 'Members' 'Rights-of-Way Policy' tabs. It includes reasonable regulations for use of the rights-of-way. We welcome comments and suggestions from the members if they so choose, so it can be completed by our July 2025 Board meeting, and become effective as of January 1, 2026. Members do not have a vote on the issue, so it is important for comments be made.

The policy will regulate easements (rights-of-way and pavement areas).

## **5. Proposed Bylaw Changes:**

Since we need to bring our Bylaws into compliance with State Statutes governing community associations, the proposed changes along with a ballot will be sent out with the 2025 assessments. Approval is required by a two-thirds majority of those voting. Ballots are due by December 27, 2024, and will be recorded around January 1, 2025. Questions about the changes can be sent to [Board@vca-rmc.org](mailto:Board@vca-rmc.org), and received by November 30 will be answered by posting on the website by December 7. Joe volunteered to help record the ballots.

## **6. Board openings:**

We need more board members. Many are staying longer than their term. We ask you to join the board, or encourage friends and neighbors to participate.

## **7. Pig Problem:**

The board has no jurisdiction, but a letter could be composed and signed by owners and sent to the property owners who attract wild pigs by feeding them, which negatively impacts their neighbors.

## **8. Ballot Count:**

Joe Garza volunteered with Kris Scanlon to count the ballots for the proposed Road Maintenance Plan and Budget. Both measures passed: 48 for, 0 against, 0 abstain.

## **V. Adjournment:** Sharon Moraes moved to adjourn the meeting, Joe Garza 2nd.

Meeting was adjourned at 5:09 pm.

Draft minutes respectfully submitted my Marlene Phillips, revised by Michael S., approved by members in attendance at 2025 Annual Meeting.