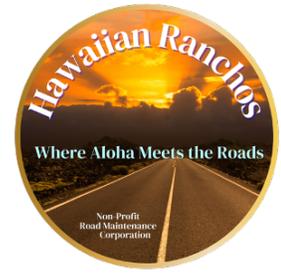


Hawaiian Ranchos Roads Maintenance Corporation (HRRMC)

Board of Directors Meeting Minutes Date: January 12, 2026



Call to Order

The meeting of the HRRMC Board of Directors was called to order at 5:00 PM by the Chair.

Attendance

Directors Present:

- Mike Vos
- Joel Greedy
- Mike Hardin
- Mike Carlin
- Ed Nesmith

Approval of Previous Minutes

- A motion was made to approve the January 2, 2026 HRRMC Special Meeting Minutes as presented and approved

Treasurer's Report

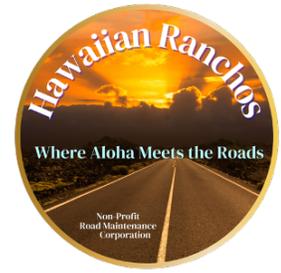
- As of January 4, 2026
 - \$10,000 Debit Card Acct
 - \$56,351.20 Operating Capital
 - \$233,825.90 Savings Acct
 - \$73,264.55 CD Account
- A motion was made to approve the Treasurer's Report as presented and approved

Treasurer Appointment

- Due to the Treasurer position being vacant, a motion was made to nominate and appoint Gail Sanabria as Treasurer of the HRRMC Board for a one year appointment. The motion was seconded. There was no further discussion, and the motion was approved.

Bylaws - Determination of Governing HRRMC Bylaws

- The Board discussed the determination of which version of the HRRMC Bylaws constitutes the current governing bylaws. While multiple versions were presented as having been voted on by the membership, concerns were raised regarding procedural compliance. The January 1, 2024 bylaws were signed by only three of six board members. Additionally, the November 12, 2022 bylaws were not included in the 2022 annual newsletter; the newsletter provided only a link for members to review the bylaws. Pursuant to Article 10.1 (Amendments), notice of proposed amendments must be included in the notice of an annual or special meeting, and the proposed amendments must be included on the ballot sent to members.
- A motion was made to revert to the 2019 HRRMC Bylaws, as those bylaws were properly approved by the membership, in accordance with Article 10.1, which requires that notice of proposed amendments be included in the notice of an annual or special meeting and that such proposed amendments be included on the ballot sent to members.



Continued

Office Attendant Discussion

Recruitment:

- Decision to advertise the position publicly, ensuring multiple applicants, via newsletter, local newspapers (West Hawaii Today, Ka'u Calendar), and the HRRMC website.
- Applications to be submitted via email, with interviews scheduled for qualified candidates.

Work Hours:

- Office to be open three days a week, six hours per day (total 18 hours), with early/late coverage adjustments included (total ~19.5 hours).
- Saturday morning coverage discussed for member convenience (flea market, payments, inquiries).
- Emphasis on predictable, repeatable office hours for members.

Volunteer Support:

- Experienced volunteers available to support bookkeeping and other office functions.
- Paid staff to focus on core administrative responsibilities.

Road Work and Labor Discussion

Road Staff Duties:

- Paid staff will perform basic maintenance tasks only: mowing, potholes, tree trimming, sign fixtures.
- Skilled labor tasks such as crack filling will not be included.
- Compensation remains \$20/hour, with volunteers supplementing tasks.

Hawaiiana Management Company, Ltd.

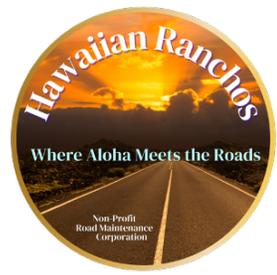
- A motion was made to authorize issuance of a termination letter to Hawaiiana Management Company, Ltd., in accordance with the 60-day termination and transition provisions of the management contract, to be sent upon receipt of the outstanding financial statements and no later than January 23.
- The Board clarified that the termination would be conducted in a non-confrontational manner, consistent with the contract, and that no action would be taken to seek reimbursement for services previously rendered. Hawaiiana will be required to return all HRRMC records and property as provided under the contract.
- Motion carried.

Adjournment

- The board of directors, with the approval of a majority of a quorum of its members, may adjourn any meeting and reconvene in executive session and Bylaw 3.12-The Board may adjourn any meeting and reconvene in executive session as provided by the Planned Community Associations Act.
- Meeting adjourned at 6:41 PM HST

Hawaiian Ranchos Roads Maintenance Corporation (HRRMC)

Board of Directors Meeting – Executive Summary
Date: January 12, 2026



Call to Order

The meeting of the HRRMC Executive Board of Directors was called to order at 6:47 PM HST by the Chair.

Roll Call

Directors Present:

- Mike Vos
- Joel Greedy
- Mike Hardin
- Mike Carlin
- Ed Nesmith
- Gail Sanibria

Labor

Hiring Office Attendant / Pay & Schedule

- Motion to start recruiting an office attendant at \$20/hour for 18–19.5 hours/week (3 days × 6 hours).
- **Approved** by consensus; probationary period of ~3 months with possible \$1–\$2/hr increase after review.

Job Advertisement

- Motion to advertise the office attendant position in local newspapers (West Hawaii Today, Ka’u Calendar) and on the HRRMC website.
- **Approved** by consensus.

Volunteer & Road Staff Support

- Motion to limit road staff to basic maintenance duties (mowing, potholes, tree trimming, sign fixtures) with volunteer assistance.
- **Approved** by consensus.

Secretary

- Motion to retain current secretary temporarily until a permanent replacement is found.
- **Approved** by consensus.

Adjournment

- Motion to **adjourn the meeting** at 7:19 PM.
- **Seconded and approved.**