

## MINUTES

### AOAO MAKAHA VALLEY PLANTATION REGULAR MEETING OF THE BOARD OF DIRECTORS

On-Site (Kiana Cabana)  
84-786 Ala Mahiku Drive  
Waianae, HI 96792  
Monday, June 21, 2010

- I. CALL TO ORDER: Noting the presence of a quorum, President Collier called the Meeting to order at 6:30 p.m.
- Present: President Marjorie Collier, Secretary Lawrence Moore, Treasurer Gregory Sokolowski, and Director Keith Marini.
- Excused: Vice President Robin Heath and Directors Shannon Palacio and James Sherman.
- Invited: General Manager Joseph Nunuha and Hawaii First (Managing Agent) Property Managers Bill Spotts, PCAM®, CMCA®, AMS® and Keith Brunner.
- II. MINUTES: The Minutes of the Regular Board of Directors Meeting held on Monday, April 12, 2010 were approved as submitted by unanimous consent.
- III. TREASURER'S REPORT:
- A. Financial Statements: After review, the Financial Statements for the month of March 2010 and April 2010 were accepted as submitted by unanimous consent, subject to audit.
- B. Delinquencies: Deferred due to in process change of Association Collection Attorneys to be completed by Thursday, June 24, 2010.
- C. Assessment Payment Resolution: Motion by Treasurer Sokolowski, seconded by Secretary Moore to adopt the Assessment Payment Resolution as appended to these Minutes for record purposes. Voted unanimously.
- IV. GENERAL MANAGER'S REPORT: General Manager Nunuha provided his written report, which is on file, and there was general discussion.

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V. **COMMITTEE REPORTS:**

- A. Security: Chair Marini gave a verbal report, and there was general discussion.
- B. Personnel: None.
- C. Communications: None.
- D. Buildings and Grounds: Treasurer Sokolowski has solicited competitive bids for needed Building repairs. The Board of Directors agreed by unanimous consent to proceed with scheduled 2010 Building Repairs on an accelerated basis using the most competitive contractor while the weather was nice in preparation for the Buildings Painting planned for 2011. General Manager Nunuha will conduct the necessary license, insurance, and history checks on the contractor prior to scheduling the work. Treasurer Sokolowski also requested General Manager Nunuha to investigate possible mobilization cost savings to do the remaining planned 2010 tree trimmings as one job in lieu of the area scheduling which is the current practice.
- E. Green: Chair Sokolowski gave a verbal report on the various cost savings initiatives related to Green that he was investigating.
- F. Community Activities: None.

VI. **UNFINISHED BUSINESS:**

- A. Washer/Drver Charges: Treasurer Sokolowski continues to work with WEB Laundry to adjust the washer/dryer charges to account for comparable water, sewer, and electricity charges per load before the lease expires on the current installation in August 2010. He is also investigating replacing the coin payment method with a card reader, the payment cards being vended by a machine located in the Management Office.
- B. House Rules Revisions: Secretary Moore continues to work the final revisions to the House Rules based on the review previously completed by the Association's Attorney. He hopes to have the final draft completed and ready for the Board of Directors approval at the next Regular Meeting (scheduled for Monday, August 16, 2010), to be followed by promulgation to the Owners/Residents..
- C. Soft Drink Machine: The Board of Directors agreed by unanimous consent to allow Secretary Moore to finalize a commission on sales contract with the Coca-Cola Company. The vending machine will be placed in the vicinity of the Management Office to minimize the potential for any unobserved vandalism/theft.

**VII. NEW BUSINESS:**


A. Master Insurance Policy Deductible Resolution: Motion by Treasurer Sokolowski, seconded by Director Marini to adopt the Master Insurance Policy Deductible Resolution as appended to these Minutes for record purposes. Voted unanimously.

**VIII. EXECUTIVE SESSION:** The Board of Directors went into Executive Session at 7:39 p.m. to discuss Personnel and Legal Matters, and adjourned from Executive Session at 8:27 p.m. During Executive Session the Board of Directors discussed two 2008 insurance claims and payments made by the former Managing Agent in conjunction therewith, Resident Incident Reports, Association Employee matters, and a House Rule violation appeal which was denied.

**IX. NEXT MEETING:** The next Meeting of the Board of Directors will be **AT THE CALL OF THE PRESIDENT**, or on Monday, August 16, 2010, On-Site (Kiana Cabana), 84-786 Ala Mahiku Drive, Waianae, HI at 6:30 p.m.

**X. ADJOURNMENT:** There being no further business to discuss and hearing no objections, President Collier adjourned the meeting at 8:28 p.m.

Submitted:

  
Lawrence M. Moore, Jr. Secretary

Hawaii First.  
Agent for AOAO MAKAHA VALLEY PLANTATION  
Keith Brunner  
Property Manager