

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF MAKAHA VALLEY PLANTATION
APRIL 20, 2009
ON SITE -Kiana Cabana**

OWNER'S FORUM

At 6:35 p.m., President and Chairperson Marjorie Collier welcomed all owners in attendance and opened the floor for those present to address the Board. The Chair thanked everyone for their comments and closed Owner's Forum at 7:00 p.m.

CALL TO ORDER

The regularly, scheduled meeting of the Makaha Valley Plantation Board of Directors was called to order at 7:01 p.m. by the President Collier.

ESTABLISH A QUORUM

A quorum was established.

Members Present: President Marjorie Collier, Vice President Robin Heath, Secretary Larry Moore, Treasurer Greg Solokowski and Directors Keith Marini, Shannon Palacio.

Members Absent: Director Jim Sherman

By Invitation: Albert Iokepa, AOA Security Supervisor (SO)
Shirley Landford, Acting General Manager
Ralph Ahles, Management Executive, Hawaiiana Management Co.,

APPROVAL OF MINUTES

On **motion** of Treasurer Sokolowski, the minutes of the Regular Board of Directors meeting of January 20, 2009 were unanimously approved as submitted.

On **motion** of Vice President Heath, the minutes of the Annual Association meeting of March 7, 2009 were unanimously approved as submitted.

On **motion** of Treasurer Sokolowski, the minutes of the Organizational meeting of March 7, 2009 were unanimously approved as submitted.

REPORTS

- A. **Security** – Security Chief Albert Iokepa provided the board with a security report for the month of March, 2009.
- B. **Treasurer** – Treasurer Sokolowski gave a summary report on the March 2009 financial statement emphasizing that although expenses are under budget projections, insurance premium payments will be due later in the budget year; exterior painting of the buildings will be started later this summer and collection on maintenance fee delinquencies is still a concern in order to stay on budget. On **motion** of Treasurer Sokolowski, the board **unanimously approved** to accept the January, February and March, 2009 financial statements subject to audit.

- C. General Manager's Report – No Report. PM Ahles gave a brief update on the restoration work by 3-Point Restoration currently underway on unit #87A, #87B, #87C and #161C.

PM Ahles also presented a proposal from 3-Point Restoration on upgrading the roof repairs on Bldg 87 and 161 from a 'Roll Roof' repair to a 'Torch Down Method' which would not be covered by insurance proceeds but would be a better roof covering with a longer warranty and cost Makaha Valley Plantation \$40,841.83 for the upgrade. It was a **unanimous approval** of the Board **not to accept** the upgrade proposal.

D. COMMITTEES

1. Security – Committee Chairperson Marini reported that he will get with Security Chief Iokepa on revamping the monthly security report.
2. Documents – Committee Chairperson Moore – No Report. Management is to get all the CC&Rs to Mr. Moore in a 3-ring binder for review.
3. Personnel - Committee Chairperson Heath welcomed Albert Iokepa as the new Chief of Security and stated that the committee will be looking at applicants for the GM position vacated by Larry Tucker.
4. Budget/Financial – Committee Chairperson Sokolowski – No Report.
5. Communications – Committee Co-Chairperson Palacio reported the Makaha website (www.makahavalleyplantations.org) is up and running.
6. Building and Grounds – Committee Chairperson Marini reported that there has been no further progress with the cracked foundation supports on building #37 due to personnel issues.

UNFINISHED BUSINESS

- A. Lanai Deck Repair Change Order – Shibata Contracting requested to add stainless steel brackets under the "A" unit lanai deck boards to eliminate nailing from the top. On **motion** of Vice President Heath, the Board **unanimously approved** the change order at a total cost per deck of \$291.52.
- B. Window & Door Hardware Repairs – Shibata Contracting requested not to change out the window jambs, hardware and screens on building #55, but only replace the redwood slats which would result in a credit of \$1,303.68 back to the Association. On **motion** of Vice President Heath, the Board **unanimously approved** the window credit of \$1,303.68.
- C. Building #54 Stack Repairs – Shibata Contracting submitted a proposal to repair Building #54 Stack (Units #54A, #54B & #54C) identical to Building #55 just

completed at a cost of \$63,000.00. On **motion** of Vice President Heath, the Board **unanimously approved** the proposal to repair Building #54 Stack.

- D. **Units #55A and #55B Interior Ceiling Repairs** – Shibata Contracting submitted proposals to repair the water damaged ceilings in Unit #55A at a cost of \$3,727.31 and Unit #55B at a cost of \$2,299.00. On **motion** of Director Palacio, the Board **unanimously approved** both proposals to repair the interior ceilings of Units #55a and #55B. Management was requested to monitor the hours spent doing the ceiling repairs.

NEW BUSINESS

- A. **Ohana Nui-96A Broken Mirror** – Ohana Nui requested to be reimbursed in the amount of \$572.06 for a glass door mirror that was broken by association personnel while being temporarily stored on the lanai of Unit #96A. On **motion** of Sokolowski, the Board **unanimously agreed** to only pay one-half of the amount requested.
- B. **Clean Sewer Lines-Lateral Cleaning Proposal** – On **motion** of Treasurer Sokolowski, the Board **unanimously agreed** to decline the proposal from Clean Sewer Lines have on-site staff perform the cleaning.
- C. **Makaha Oceanview Estates Proposal** – On **motion** of Treasurer Sokolowski, the Board **unanimously agreed** to reject the monetary proposal from Oceanview Estates requesting permission for Oceanview residents to use Makaha Valley Plantation laundry facilities.
- D. **Sidewalk by Front Gate** – A request was made to install a sidewalk at the main entrance to Makaha Valley Plantation so residents do not have to use the roadway to get onto the property from the Bus Stop. Vice President Heath and Treasurer Sokolowski volunteered to do the necessary research on the proposed sidewalk and present it to the board at the next meeting.

At 8:03 p.m. President Collier announced a short recess and advised all present that the board needed to go into executive session to discuss several legal and personnel issues immediately after the meeting recess.

EXECUTIVE SESSION

At **8:17 p.m.** President Collier reconvened the meeting and announced that the board was in executive session.

At **9:05 p.m.** President Collier announced the meeting back in regular session.

The following actions were noted after discussion in executive session:

- 1) Handicap Lift for Unit #167A – On **motion** of Treasurer Sokolowski, the Board **unanimously approved** the installation of the handicap lift for Unit #167A by a licensed contractor at the owner's expense with the stipulation that the lift will be removed and the common area restored when the owner sells unit #167A.
- 2) Building #167 Sidewalk Drainage Problem – On-site maintenance staff is to work with the contractor doing the lift installation on the installation of a trench drain to improve the drainage along with sidewalk entrance to Building #167.
- 3) Building #167 Structure Settlement – PM Ahles is to have Shibata Contracting examine the severity of the settlement on Building #167 and report back to the Board.
- 4) 167A and 168C Parking Stall Exchange – On-site office is to contact 168C owner regarding written approval to switch stalls with 167A for easier access to the sideway and lift by 167A.
- 5) Parking Stall 1-B Asphalt Repair Reimbursement – N. Bruckmann, owner of parking stall 1-B requested that his tenant be reimbursed \$150 for the repairs to parking stall 1-B and the stall restored to an acceptable condition. It was a unanimous decision by the board to reimburse \$75.00 to Mr. Bruckmann's tenant and repair/seal the asphalt of parking stall 1-B.

DATE, TIME & PLACE OF NEXT MEETING

The next regularly scheduled Board of Directors meeting will be held on Monday, June 22 at 6:30 p.m. on site at the Kiana Cabana.

ADJOURNMENT

There being no further business to conduct, President Collier adjourned the regular meeting of the board at 9:30 p.m.

Submitted by:

Ralph Ahles

Ralph Ahles, Management Executive
Hawaiiana Management Company