

**MINUTES OF THE BOARD OF DIRECTORS' MEETING  
OF MAKAHA VALLEY PLANTATION  
July 25<sup>th</sup>, 2007, 6:30 p.m.  
ON SITE -Kiana Cabana**

**OWNER'S FORUM**

At 6:32 p.m., the Chair welcomed new owners 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: 15 p.m.

**CALL TO ORDER**

The regularly, scheduled meeting of the Makaha Valley Plantation Board of Directors was called to order at 7: 15 p.m. by the Chair, President Monty Glover.

**ESTABLISH A QUORUM**

A quorum was established.

Members Present: Monty Glover Robin Heath Jean Connolly Greg Sokolowski

Members Excused/Absent: Marjorie Collier Jim Sherman

By Invitation: Otis King, General Manager (GM)  
Gene Rosa, Maintenance Staff  
Shirley Landford, Administrative Assistant  
Sheryl Brown, Assistant General Manager  
Ralph Ahles, Senior Management Executive, Hawaiiana Management Company, Ltd.

**APPROVAL OF AGENDA**

Director Glover moved to approve the meeting agenda as presented. The motion passed with unanimous consent.

**APPROVAL OF MINUTES**

The minutes of the regular Board of Directors meeting of June 27, 2007 were approved as presented.

**REPORTS**

- A. Security – Association Security Chief Tiso Maanaima had been excused from the meeting. The Chair reviewed the security report and requested clarification on page 2 concerning the heading "area comp" in relation to the heading "complaints" and noted the map on the back page did not note the areas where violations occurred, as indicated in the previous month's report. The GM reported that all association security supervisors had been hired and were working out well. It was further reported that as of Monday, July 23, 2007, the association security supervisor work shifts were adjusted from a Monday through Friday work schedule to incorporate weekend shifts, to provide sufficient security coverage for the increased number of shortages caused by "no show's of Securitas security staff. The Chair announced that Securitas staffing insufficiencies had worsened and directed the GM to schedule a meeting with the highest ranking member of their management team as quickly as possible, and

require a management representative attend the next board meeting. The Chair also directed the GM to address the increased number of security staff evening visitors, observed congregating around the security office and office parking lot.

B. Treasurer – Director Sokolowski reviewed the financial statement for June 2007. The Chair deferred acceptance of the report pending receipt of a revised statement having all revisions previously identified with the managing agent representative.

C. GM Report – The GM report had been previously distributed to the Board. The following items of note were discussed:

1. Staffing Shortages – The Board unanimously approved the hire of temporary staff to catch up the backlog of work caused by recent, prolonged staffing shortages. The GM was directed to explore hire of temporary staff through “after school work programs”.
2. Bougainvillea Hedge 707 Area – The Chair informed the Board the bougainvillea hedge on the hilltop in the 707 area had become overgrown, unmanageable and blocked the sightline for security visual surveillance of the area. Also, the interior growth was dead and the landscape crew had found evidence of the dry, brittle undergrowth being burned from the interior, possibly by youths using lighters, posing an immediate threat of fire to the bordering wood building structures. The Board unanimously approved cutting the hedge low to the ground and the new growth carefully manicured to sustain an attractive border for erosion control. The Chair instructed the GM to contact Boyd Ready of Aikahi Services to consult possible replacement landscape materials for the bougainvillea.
3. Stored Items at Exterior and Perimeter of Maintenance Building – The Assistant GM reported this issue had already been identified and removal of the items would be scheduled as soon as possible.
4. Blockage in Kiana Jacuzzi Plumbing Line – The GM reported that Gemini Pools had scheduled an appointment for Friday, July 27<sup>th</sup> for a second attempt to clear the blocked line. Field Operations Lead Person Gene Rosa reported the Jacuzzi has remained open without use of the newly installed pump, with fresh water added daily and testing/balancing of the water chemistry performed twice daily.
5. Ala Mahiku Shower Drain – The GM reported that Clean Sewer Lines successfully cleared the blocked line of the Ala Mahiku shower drain, finding the obstruction to be a live rat (which escaped). Clean Sewer Lines repaired the shower leak.

#### D. Committees

1. Security – There was no report.
2. Documents – Managing Agent Representative Ralph Ahles reported the current results of the written consent ballot to amend the association documents concerning hurricane insurance coverage was 54% in favor and 11.2% voting ‘nay’. The Chair reported that a large percentage of the owner contact information provided to the volunteers for the telethon ballot solicitation earlier in the year had been invalid. The Chair recommended that owners be noticed by newsletter or general correspondence of a deadline to provide valid contact information to the MVP office, with fines assessed to the owner account until compliance is gained. The Chair also recommended that office staff verify owner contact information

(mailing address, phone numbers and email address) each time an owner call is received or made.

3. Personnel - Deferred to Executive Session.
4. Budget/Financial – There was no report. Director Sokolowski stated the draft budget was due by August 15<sup>th</sup> for approval at the September 2007 Board of Directors meeting. The Assistant GM reported a draft of the 2008 budget was pending receipt of the HMC 2008 budget template and general ledger year to date expense reports, previously requested from the Managing Agent Representative.
5. Communications – Committee Chair Glover observed there had been no posting of the director vacancy for the Board of Directors on Channel 2 as previously instructed and directed fliers also be posted in the stairwells. The Chair issued a deadline of one week prior to the August 2007 meeting to receive director resumes. Committee Chair Glover commented on recommendations by the association's information services vendor concerning the existing capability and potential benefits of hosting the web site "in house", deferring action due to workload and time constraints of the current staff.
6. Grounds – The Chair recognized committee member Lika Jordan to report for the committee. Ms. Jordan reported the new members were beginning the landscaping educational process with information provided by the Assistant GM; also, members would be attending a xeriscape seminar and exhibit Saturday, August 4<sup>th</sup>.
7. Community Events Committee – There was no report.
8. Ad Hoc Committee for Association Management Contract – Committee Co-Chair Sokolowski reported the committee had reviewed the original bids, finding them difficult to compare because of the various formats in which the bids were submitted. Director Sokolowski reported solicitation of revised bids was in progress, which included a request for a detail of expenses charged for services rendered as detailed by a bidding criteria enclosure.

## **UNFINISHED BUSINESS**

- A. Structural Investigation Report – Deferred to Executive Session.
- B. Oceanview Estates Easement Negotiations – Managing Agent Representative Ralph Ahles had been tasked to oversee this project; there was no report.
- C. Oceanic Cable Contract Renewal – The Chair instructed the GM to contact Oceanic Cable to determine the current total number of units having for each type of cable service upgrade, including the upgrade from basic to standard cable service.
- D. Main Sewer Line Cleanouts – Deferred pending a plot plan of the main sewer lines and current landscape trees to identify plumbing lines having the potential for invasive root systems problems for video.

- E. Hurricane Clips – Deferred pending a response from the association insurance broker Sue Savio concerning the initial report of the property assessment by consultant Gerald Peters.
- F. Louvers/Glass Jalousies – Deferred.
- G. ADA Consultant Recommendations for ADA Recommendations – The consultant responded via email with referrals to other sources for assistance. Tabled.
- H. Association Management Contract – Addressed in the committee report. Deferred pending revised bids.

## NEW BUSINESS

### A. Owner Correspondence

- (1) Requested Application of Credit on MF Account for Drape Reimbursement – Director Sokolowski moved to approve the credit of \$250 to be applied to the owner's maintenance fee account, for replacement of drapes irreparably damaged by association staff during interior repairs of the owner's unit, pending copy of the delivery receipt for the replacement window treatments and a signed release for all claims of damage pertaining to this incident.
- (2) Appeal of HR Fine #1 for Loud Music – In consideration of the accumulated history of citations and fines for minor infractions of the House Rules, Director Sokolowski moved to suspend the fine for six months, and institute a full waiver if there were no further violations of the House Rules for noise disturbance. The motion passed with unanimous consent.
- (3) Appeal of HR Fine #2 – Director Sokolowski moved to retract the citation and fine because the item stored on the lanai was determined not to be a violation of the House Rules. The motion passed with unanimous consent.

B. Salt Water Chlorine Systems – Deferred pending an independent third party assessment of the existing salt water chlorine systems to determine if the units were sufficient to generate the required 5.0 to 6.0 level of chlorine to meet the State of Hawaii Public Pool Rules and Department of Health codes.

C. Board of Directors Regularly Scheduled Meeting Date – The regularly scheduled meeting date of the Board of Directors was changed from the fourth Wednesday to the third Monday of each month, with a planning meeting tentatively scheduled the second Monday of each month.

## EXECUTIVE SESSION

A brief Executive Session to discuss delinquent owner accounts was called to order at 8:59 p.m. The Board re-entered regular session at 9:14 p.m.

### **ANNOUNCEMENT OF ACTIONS TAKEN IN EXECUTIVE SESSION**

The Board approved announcement of actions taken in Executive Session as follows:

1. Waiver of Legal Fees – The Board unanimously approved waiver of a legal fee in the amount of \$194.82 due to military deployment that caused delays in the owner receiving notice of the assessment and the subsequent delinquency for his account.
2. Payment Plan - The Board agreed to consider an owner's request for payment plan and asked that it be forwarded for review as soon as possible.
3. Reduction in Fines - The Board considered an owner request for a further reduction in fines assessed for multiple violations of the association documents and house rules within a 5 day period. The Board unanimously denied the request, agreeing the initial reduction was allowed only if the remainder of fines were paid quickly, with the first payment being due August 15, 2007
4. BBQ Time Limit - The use of the BBQ's was extended from 9:00 p.m. to 10:00 p.m., and the cooking time extended from 8:00 p.m. to 9:00 p.m., with the exception of the pool BBQ grills which would still close at the time of the pool closure at 9:00 p.m.

### **DATE, TIME & PLACE OF NEXT MEETING**

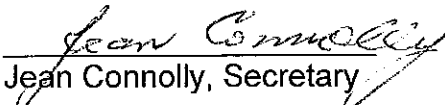
The next regularly scheduled Board of Directors meeting will be held on site, Wednesday, August 20, 2007 and a planning session was scheduled for Monday Aug 13<sup>th</sup>, 2007 at 6:30 p.m. at the Kiana pool cabana.

### **ADJOURNMENT**

There being no further business to conduct, the meeting was adjourned at 9:15 p.m.

Submitted by:

Sheryl Brown, Assistant General Manager,  
AOAO MAKAHA VALLEY PLANTATION  
Recording Secretary

  
Jean Connolly, Secretary