

Approved 10-19-09  
**MINUTES OF THE BOARD OF DIRECTORS' MEETING  
OF MAKAHA VALLEY PLANTATION  
August 17, 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 7:02 p.m.

**CALL TO ORDER**

The regularly, scheduled meeting of the Makaha Valley Plantation Board of Directors was called to order at 7:07 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 Director Shannon Palacio.

Members Absent: Directors Jim Sherman and Keith Marini.

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

**APPROVAL OF MINUTES**

On **motion** of Vice President Heath with a second by Treasurer Sokolowski, the minutes of the Regular Board of Directors meeting of June 22, 2009 were unanimously approved as submitted.

**REPORTS**

A. **Security** – Security Chief Albert Iokepa provided the board with a security report for the month of July, 2009. Chief Iokepa stated that he is working on a retraining program for the security staff to deal with current enforcement procedures.

B. **Treasurer** – Treasurer Sokolowski gave a summary report on the June and July 2009 financial statements

On **motion** of Treasurer Sokolowski with a second by Director Palacio, the board **unanimously approved** to accept the June and July, 2009 financial statements subject to audit.

C. **General Manager's Report** – General Manager Joseph Nunuha submitted a report covering the period from July 17 through August 10, 2009. GM Nunuha presented

the following list of areas in the order of priority that he has worked on since starting as the GM:

- 1) The re-organization of the landscape crew.
- 2) The handling of homeowner/resident complaints.
- 3) Working on hot water problems.
- 4) Working on pool repairs—getting a longer handrail at the kiddie pool.

Treasurer Sokolowski requested that the equipment inventory list be updated and the maintenance staff begin using the 50' power snake to cleanout the common lateral sanitary lines under the buildings

#### D. COMMITTEES

1. Security – In the absence of committee chairperson Marini, Director Moore reported that the committee is working with GM Nunuha on re-training the security staff.
2. Documents – Committee chairperson Moore reported that a lot of owners volunteered to assist with reviewing the House Rules. However, in order to keep the group manageable, Mr. Moore stated that he would limit the group to five people and have an initial meeting with them to begin the House Rule review process.
3. Personnel – Committee chairperson Heath reported the committee did not have a report. However, the committee will be meeting to go over salary requirements for the 2010 budget.
4. Budget/Financial – Committee Chairperson Sokolowski reported that the committee is working on the 2010 budget for submittal to the board prior to the next meeting.
5. Communications – Committee Co-Chairperson Heath reported that the website is back up again and everyone is being re-registered. Channel 2 information is to be placed on the website and a calendar of events will be set up also to let people know when board meetings and homeowner forums are scheduled.
6. Building and Grounds – Co-chairperson Heath reported that progress is being made on repairs to the buildings that have experience the worst water intrusion. Mr. Heath also reported that progress is being made on the landscaping.
7. Ad hoc-Window Louver Committee – Chairperson Palacio reported that no progress had been made on finding a suitable louver replacement for the existing redwood louvers. A suggestion was made to check into plastic or synthetic type louvers.
8. Green Committee – Directors Heath and Sokolowski along with owner Rick Hysom volunteered to serve on a committee to examine alternative energy sources for the Plantation and will schedule a meeting shortly.

### **UNFINISHED BUSINESS**

- A. Sidewalk by Front Gate – Treasurer Sokolowski reported that an estimate of \$75K was given by a contractor to install a sidewalk at the main entrance to the property. Due to the high cost, Mr. Sokolowski is investigating ways to prep the area with in-house labor and have the City & County relocate the bus stop back away from the front entrance of the property.
- B. Wash House Handrails & Light Timers – Director Moore reported that a sample hand rail was fabricated and installed by Tom Manley of the MVP maintenance staff at the wash house next to the maintenance sheds. It is estimated that the sample handrail can be fabricated for all 9 wash houses at a cost of \$500 for the materials with in-house staff providing the labor. On **motion** of Treasurer Sokolowski with a second by Director Moore, the Board **unanimously approved** to allocation up to \$500 for the purchase of the materials to install hand rails at all 9 wash houses.
- C. Security Windbreaker Jackets – Security Chief Iokepa reported that windbreaker jackets have already been purchased and will be kept on site for use by security personnel during the night hours in place of the variety of un-identifiable individual jackets currently being worn by the security staff.

### **NEW BUSINESS**

- A. Commercial Salt Water Cell for Kiana Pool – The matter was deferred pending a bid on the cost of a commercial salt water system in order to establish an amount of reserve fund purposes.
- B. Sentricon Termite Control Program-Renewal – On **motion** of Treasurer Sokolowski with a second by Vice President Heath, the Board **unanimously approved** to renew the sentricon program with Diversified for another year.
- C. Structural Repairs to Buildings 4 and 102 – The matter was deferred pending further review of the bids that have been received along with others still outstanding.
- D. BBQ Pits-Conversion To Propane Gas – The Board tabled the matter because of the cost and keeping the propane containers filled due to misuse.

***At 8:33 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 **8:43 p.m.** President Collier reconvened the meeting and announced that the board was in executive session.

At **9:09 p.m.** President Collier announced the meeting back in regular session.

**The following actions were noted after discussion in executive session:**

- 1) 54-A Electrical Reimbursement Request – The matter was referred back to management to handle since the reimbursement amount was under \$500.
- 2) 37-A Netting & Screen on Lanai – The Board instructed management to advise the owners in writing to remove the netting and screen because it did not conform with the exterior architectural building appearance of the Makaha Valley Plantation.
- 3) 87-B Insurance Deductible – On motion of Treasurer Sokolowski with a second by Director Palacio, the Board unanimously approved not to pay the insurance deductible on the fire damage claim.

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

The next regularly scheduled Board of Directors meeting will be held on Monday, October 19, 2009 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 9:10 p.m.

Submitted by:

*Ralph N. Ahles*

Ralph Ahles, Management Executive  
Hawaiiiana Management Company