



# MINUTES

## Makaha Valley Plantation AOA

### Annual Meeting of the Association of Apartment Owners of Makaha Valley Plantation

**DATE:** Saturday, March 14, 2020

**PLACE:** Waianae Coast Comprehensive Health Center-Dining Pavilion  
86-260 Farrington Highway, Waianae, HI, 96792

### ROLL CALL AND CALL TO ORDER.

Owners of record as of the close of business on March 14, 2020 or their designated proxyholders were registered beginning at 9:30 a.m., which resulted with the following roll call tallied for the meeting:

Owners present at meeting:	8.1643%
Owners represented by proxy:	52.107%
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Total ownership represented:	60.2713 %

Article II, Section 7 of the By-Laws requires that the presence in person or by proxy of owners representing more than fifty percent (50%) of the common interest shall constitute a quorum at all meetings of the Association of Apartment Owners. With 60.2713% of the ownership represented, the Chair called the Annual Meeting of the Association of Apartment Owners of Makaha Valley Plantation to order at 9:30 a.m.

### PROOF OF NOTICE OF MEETING.

Notice of the Annual Meeting was mailed to all owners of record on January 31, 2020.

### INTRODUCTIONS.

Tommy Sowell introduced himself as President of the Board of Directors and Chair for this Annual Meeting. Other members of the Board of Directors were introduced.

### CONDUCT OF MEETING:

The Chair informed the membership that in accordance with Hawaii Revised Statute, Chapter 514B-121(d), the meeting would be conducted using the most recent edition of *Robert's Rules of Order*. The meeting rules were provided at registration which was permanently adopted for all Association meetings on March 19, 2011.

## **MINUTES OF PRECEEDING MEETING:**

The Chair stated that the minutes of last year's Annual Association Meeting were mailed to all owners along with the notice of this Annual Meeting and copies made available at registration. The Chair then inquired as to whether there were any corrections to the minutes. The Minutes of the Annual Association Meeting held March 16, 2019 were approved by unanimous consent.

## **REPORTS OF OFFICERS AND COMMITTEES:**

- A. Auditor's Report.** Treasurer Sokolowski summarized the 2019 auditor's report prepared by Felice Valmas, CPA, which has been filed.

## **APPOINTMENT OF TELLERS:**

Dan Haugen and Bob Almon volunteered and were appointed as tellers to collect the ballots and verify all voting results for this meeting as tallied by representatives of Touchstone Properties.

## **ELECTION OF DIRECTORS:**

**Nominations.** Tommy Sowell, Kathy Sowell and Greg Sokolowski were nominated.

**Voting.** Voting was conducted in accordance with Article II, Section 8 and Article III, Section 3 of the By-Laws and directors were elected by secret ballot voting. Elected to a two-year term expiring in 2021 were:

Tommy Sowell	36.0089%	2 year term
Kathy Sowell	35.1484%	2 year term
Greg Sokolowski	33.7338%	2 year term

## **UNFINISHED BUSINESS:**

There was no unfinished business carried over from the previous Association meeting.

## **NEW BUSINESS:**

- A. Resolution on Assessments.** By unanimous consent, the following resolution was adopted:

“Whereas the members of the Association desire that the Association act in full accordance with the rulings and regulations of the Internal Revenue Service; now, therefore, the members adopt the following resolution: Resolved, that any

excess owner assessments not used by the Association in the current year for managing, operating, maintaining and replacing the Association's property be applied against the following year's assessments as provided by IRS Revenue Ruling 70-604."

- B. Approval of Annual Meeting Minutes.** The Chair stated that the Board of Directors recommends that the owners authorize the Board to approve the minutes of this Annual Meeting as to form and content for distribution as recorded by the Managing Agent acting as Recording Secretary. The Annual Meeting minutes would be approved at the next regular meeting of the Board of Directors following this Annual Meeting. This procedure will enable apartment owners to receive approved minutes upon request as needed, particularly to fulfill seller disclosure requirements to prospective apartment purchasers. By unanimous consent, the Board of Directors was authorized to approve the minutes of this Annual Meeting as recorded by the Managing Agent.

**ADJOURNMENT:**

With no further business presented, The Chair adjourned the meeting at 10:39 a.m.

Approved as to form and content,

Kathy Sowell, Secretary  
Makaha Valley Plantation AOAO

By direction;



Ismet Izzy Bracic (RA), CMCA®  
Recording Secretary

for TOUCHSTONE PROPERTIES LTD.,  
as Agent for Makaha Valley Plantation AOAO