

APPROVED 1/19/2010

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF MAKAHA VALLEY PLANTATION
October 19, 2009
ON SITE -Kiana Cabana**

OWNER'S FORUM

At 6:31 p.m., President and Chairperson Marjorie Collier welcomed all owners in attendance. It was noted that renters were present at the meeting. The Chair immediately polled the members of the board for their approval on whether to allow the renters to remain in attendance. The Board members unanimously agreed not to allow it. One renter in Makaha Valley Plantation objected to leaving. The Chair then announced a ten minute recess to allow the renter to leave the room. The renter then left the meeting. Chairperson Collier then opened the floor for those present to address the Board. The Chair thanked everyone for their comments and closed Owner's Forum at 7:20 p.m.

CALL TO ORDER

The regularly, scheduled meeting of the Makaha Valley Plantation Board of Directors was called to order at 7:20 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 Shannon Palacio and Keith Marini.

Members Absent: Director Jim Sherman.

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 Treasurer Sokolowski, the minutes of the Regular Board of Directors meeting of August 17, 2009 were unanimously approved as submitted.

REPORTS

- A. **Security** – Security Chief Albert Iokepa provided the board with a security report for the months of August & September, 2009. Chief Iokepa stated that he is continuing to hold monthly training sessions for all security personnel regarding proper enforcement of the Makaha Valley Plantation rules and regulations.
- B. **Treasurer** – Treasurer Sokolowski gave a summary report on August and September, 2009 financial statements.

On **motion** of Treasurer Sokolowski with a second by Secretary Moore, the board **unanimously approved** to accept the August and September, 2009 financial statements subject to audit.

C. **General Manager's Report** – General Manager Joseph Nunuha submitted a report covering the months of September and October, 2009 and is kept on file in the manager's office.

D. **COMMITTEES**

1. **Security** – No report. Chairperson Marini commented that Security Chief Iokepa has been responding appropriately to resident and owner concerns.
2. **Documents** – Chairperson Moore reported that he is reviewing old records for the purpose of putting legal opinions and board resolutions together in one binder.
3. **House Rules** – Chairperson Moore stated that review of the current House Rules is nearing completion and thanked his committee members Christina Cure, Bryan Frieberg, Vicky Hysom, Patricia Patterson and Martha Reamy for their time and effort.
4. **Personnel** – Chairperson Heath deferred his report to executive session.
5. **Budget/Financial** – Chairperson Sokolowski deferred his report to New Business.
6. **Communications** – No report.
7. **Building and Grounds** – No report.
8. **Ad hoc-Window Louver Committee** – Chairperson Palacio had owner Rick Hysum present a louver sample out of plastic from Coastal Windows for the board to view as an alternate replacement for the redwood louvers on unit living room windows. The information presented by Mr. Hysum was deferred for further review.
9. **Green Committee** – Chairperson Heath reported that the committee is still gathering information from several companies on an energy package for Makaha Valley Plantation.

(Director Keith Marini left the meeting at 8:00 p.m.)

10. **Establish Community Events Committee** – On **motion** of Treasurer Sokolowski with a second by Secretary Moore, the Board **unanimously agreed** to establish a Community Events committee with resident Ms. Carol Smith as chair. Ms. Smith addressed the Board on the current temporary program for youths being held on property for the children within Makaha Valley Plantation.

UNFINISHED BUSINESS

- A. Sidewalk by Front Gate/Cost Estimates – The matter was deferred.
- B. Commercial Salt Water System/Cost Estimates – GM Nunuha reported that he had obtained a quote of \$15,000 to convert the current salt water pool system to a commercial grade unit. The matter was tabled.
- C. Structural Repairs to Buildings #4 & #102/Ratify Contract – On motion of Vice President Heath with a second by Secretary Moore, the Board unanimously ratified its decision to have Hi-Cast Construction to perform the repairs to building #102. GM Nunuha stated that he needs to get more proposals for the repairs to Building #4 before presenting to the Board for their review and approval.

NEW BUSINESS

- A. 2010 Proposed Budget/Approve – Treasurer Sokolowski gave a summary report on the proposed 2010 budget submitted by Hawaiiana Management Company. After discussion on the need to raise maintenance fees, on **motion** of Treasurer Sokolowski with a second by Vice President Heath, the Board **unanimously approved** to adopt the 2010 budget with a **5% increase in maintenance fees**.
- B. 2010 Annual Meeting/Set date(3-13-10) – It was the consensus of the Board members present to set the date of the next annual association meeting for Saturday, March 13, 2010 at 10:00 a.m. at the Makaha Resort & Golf Club.
- C. 111A Revised Construction Application – The matter was deferred pending review by Vice President Heath and Director Marini.
- D. Pool Deck Coating – Treasurer Sokolowski requested the Board look into resurfacing the pool decks with a lava deck coating material available from All Weather Surfacing Company. GM Nunuha was instructed to set up a meeting with Makaha Valley Towers for those board members interested to view their pool deck that has been coated with lava deck.

At 8:30 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 recess.

EXECUTIVE SESSION

At **8:45p.m.** President Collier reconvened the meeting and announced that the board was in executive session.

At **9:20 p.m.** President Collier announced the meeting back in regular session.

The following actions were noted after discussion in executive session:

1. Areca Palms fronting Building #55 – Owner in unit 55-A requested the areca palms be removed and a lower hedge be planted for security purposes. The board instructed management to thin out the growth by removing some of the palms for better visibility, but not to replace the palms with another type of lower hedge at this time. Management is to reply in writing back to the owner with this information.
2. GM Nunuha 90-Day Probationary Period – On **motion** of Treasurer Sokolowski with a second by Director Palaccio, the board **unanimously approved** to end the customary 90-day probationary and increase Mr. Nunuha's salary retro-active to his date of hire as recommended by the Personnel Committee.
3. Tools & Equipment Inventory – GM Nunuha was instructed to complete a current inventory of the Association's tools & equipment for record-keeping purposes.
4. Employee Thanksgiving Gift & Year-end bonus – The Board was in agreement to provide Thanksgiving gifts and year-end bonuses for its employees

DATE, TIME & PLACE OF NEXT MEETING

The next regularly scheduled Board of Directors meeting will be held on Monday, January 18, 2010 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 9:35 p.m.

Submitted by:

Ralph N. Ahles

Ralph Ahles, Management Executive
Hawaiiana Management Company