

**MAKAHA VALLEY PLANTATION
ASSOCIATION OF APARTMENT OWNERS
REGULAR MEETING OF THE BOARD OF DIRECTORS**

APPROVED MINUTES

January 23, 1996; 7pm, Wai`anae Satellite City Hall

PRESENT: President, Cecil Bindel; Vice-President, Bette Larrabee; Secretary, Alvin Silva; Treasurer, David Duke; Director, Wayne Thompson.

GUEST: Property Manager, Jim Coupland; Resident Manager, Thomas Lauro; Administrative Assistant, Emerald Souza.

CALL TO ORDER:

APPROVAL OF MINUTES: For October 24 and November 28, 1995, regular and executive minutes. APPROVED 5-0

REPORTS: PRESIDENT: Mr. Bindel mentioned that the Labor Board will conduct a vote for union representation on January 24. Only four employees are eligible to vote. Mr. Bindel also mentioned that the lowest bid for ground insect treatment was \$800 per month but this was an old bid. MOTION made by Mr. Duke to allow the RM to seek new bids or confirm the old bids for treating the ground under units by the February meeting. Also to ask the bidders for a group rate to treat inside apartments that owners will pay for. Mr. Silva seconded the motion. APPROVED 5-0

VICE-PRESIDENT: Ms. Larrabee informed homeowners of our workman's comp situation. Last year our cost was \$34,000. This year it will cost us about \$54,000. We did not anticipate this large of an increase in our 1996 budget. (This is one reason we had to eliminate the temporary maintenance position.) We will need to adjust our budget to cover these unexpected increases.

Ms. Larrabee also notified Homeowners that she has completed an employee handbook that has been approved by the board and our attorney. We have never had an employee handbook before. The handbook will ensure that all employees are treated equally and that they all know what is expected of them.

SECRETARY: Mr. Silva attended a proofreading course given by the State at UH Manoa. This course covered the techniques and styles of letter writhing and current rules for technically correct formats. A copy of the state manual on letter writing was given to the office for reference.

TREASURER: Mr. Duke briefly mentioned the workman's comp additional expenses. Another unexpected additional expense will be the cost of an attorney that specializes in labor union negotiations. This expense will be kept separate from our regular association attorney expenses.

PROPERTY MANAGER: Mr. Coupland mentioned that our delinquencies are up to \$100,000 mainly due to a large number of foreclosures.

APPROVED MINUTES OF THE MVP BOD REGULAR MEETING, JANUARY 23, 1996

RESIDENT MANAGER: Report is enclosed.

COMMITTEES: 1. House Rules. The directors have the revised house rules and are still working on them.

OLD BUSINESS: 1. Pool Furniture Replacement. New furniture has been ordered and should be heard in about two weeks and is warranted for three years. CLOSED

2. Traffic Control Measures. Delayed until parking repair work is scheduled. OPEN

3. Resident Orientation has started with new residents and is given Bimonthly. CLOSED

4. Directors and Rental Agents Meeting. The date is being worked on. OPEN

5. Annual Meeting, March 16, 1996. Please send in your proxy now so that we know how many are attending. Mr. Coupland mentioned the payment that is usually given to the tally clerks instead of paying for mileage to and from the annual meeting. MOTION made by Mr. Duke to pay the four tally clerks \$15 each instead of paying for mileage to the annual meeting. Mr. Silva seconded the motion. APPROVED 5-0

NEW BUSINESS: 1. Development proposals. Dornbush & Co., LTD. sent two proposals of developments in the Makaha area to the board asking for our comments. The first is to build a medical and retail facility below the water tank next to the Makaha Towers, mountain side of Kili Drive. The second is to build an outdoor recreational facility near the corner of Kili Drive and Farrington Highway. Your comments should be directed to Mr. William J. Dornbush, President Dornbush & Co., LTD., 3660 Waialae Avenue, Suite 418; Honolulu, Hawaii 96816; phone (808) 734-5279, Fax (808) 734-5964. The Board has no official position as yet. OPEN

2. Tree trimming. MOTION made by Mr. Thompson to accept bid from Glads for \$14,400 plus tax to trim the association trees. Mr. Silva seconded the motion. APPROVED 5-0

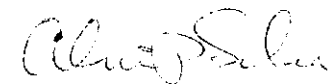
3. Pool policy. Lap time and days are still being worked on. OPEN

4. Accident free winner for the month of November is Alroy Kaawa.

NEXT MEETING: February 20, 1995; 7pm, Wai'anae Satellite City Hall.

ADJOURNMENT at 9:11pm TO EXECUTIVE SESSION FOR DELINQUENCIES

MINUTES APPROVED ON MARCH 19, 1996



**ALVIN P. SILVA
SECRETARY**