

MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF MAKAHA VALLEY PLANTATION
OCTOBER 22, 2002
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COMMITTEE REPORTS

- A. Security - David Duke presented this report. He stated that the survey was sent out and they were getting some feedback. The committee wants to formulate a plan. Director Castro asked that the committee determine the minimum number of cameras needed.

- B. Grounds - Steve Deleconio made their presentation. The Association needs to get control of grounds keepers blowing dirt around and running the blowers too long. There is a lack of supervision of grounds people. They should be using something to pick up the dirt/leaves. They are leaving a mess around the walkways. Some hedges are being trimmed too tight. There is damage on Steve's truck done by blowers. Dirt is piled up on walkways. He asked if there is a time limit on when blowers can be used? Grass is not being cut weekly in the 757 area.

- C. Special Projects - Nothing new to report.

SECURITY REPORT

Capt. Christine Hill gave the Security Report. During September there were 3184 visitors or 105 per day. Pets are being allowed to walk on property. More people are feeding animals, specifically cats and peacocks.

TREASURER'S REPORT

The Treasurer's Report was presented by Treasurer Al Deleconio using the September 2002 Financials. Under Income the Maintenance Fees came to \$232,048.02. Total Cash Receipts were \$247,793.99, \$3,876.00 short of the budget. The Reserves at the beginning of September were \$1,633,854.18. At the end of September, they stood at \$1,584,595.78. The Operating Account (Checking) had \$70,149.55. All told, the Cash and Reserves came \$1,642,330.83. The September 2002 Financial was accepted, subject to audit.

Delinquency Report - The Delinquency Report was distributed prior to the meeting by the Management Executive. Action deferred to Executive Session.

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RESIDENT MANAGER'S REPORT

The Resident Manager's Report was distributed prior to the meeting. A copy of this report is on file in the Resident Manager's Office and Hawaiiana Management Co., Ltd.

The Resident Manger reported the following additional significant items:

- A. Repair of Truck - Director Castro moved to approve the repair of the truck clutch, purchase a spare tire and make other repairs for under \$1,000.00. Vice President Silva seconded the motion. The motion passed unanimously.
- B. Cleaning of Pool - President Sokolowski moved to approve having Makapuu Pools clean the pool tiles of the big pool, 2 baby pools and 2 jacuzzis, have all remaining broken/missing tiles replaced and obtain the material to solidify the pool handrails, for up to \$2,500.00. Director Castro seconded the motion. The motion passed unanimously.

UNFINISHED BUSINESS - CONT.

- B. Heat Pump Installation and Water Storage Tank Isolation Valves - Selection of Contractor - Secretary Conroy moved to accept the Commercial Plumbing proposal of \$284,352.00 to install 17 new heat pumps, install isolation valves at the water entrance and exit of the water storage tanks and to pressure test all water storage tanks. Vice President Silva seconded the motion, which than passed unanimously.
- C. Parking Area/Driveway Renovation Project - Progress - Included in the Engineering Forensics, Hawaii Heat Pump paper, was a paragraph that stated his report on the pavement project was not yet completed, but would be in 7-10 days. Secretary Conroy moved to defer action till the next meeting. Treasurer Deleconio seconded the motion. The motion passed unanimously.
- D. Landscaping Standards - Update - Deferred to the next meeting.
- E. Electrical Evaluation of Maintenance Shack and Wash House 707 - Director Castro moved to accept the CBS Electric proposal to upgrade the electrical panel wiring to 50amp, 220V service, cut and patch the road as needed to replace PVC, if necessary pulling wiring from the wash house panel to feed the maintenance

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building and repair electrical discrepancies in the maintenance building, bringing it up to code, all for \$8,975.00. Secretary Conroy seconded the motion. The motion passed unanimously.

- F. Ala Mahiku Pool 6" Tile Replacement - Status - Complete as reported in the Resident Manager's Report.
- G. Written Consent for By-Law Amendment - Status - 54.1851% of all owners have voted in favor of this amendment. Another 10,8149% is needed to pass.
- H. Hawaii National Landscape (HNL) Proposal to Irrigate Office Parking Area, Plus Area Outside the Fence - In addition to the HNL proposals, Brownlie and Lee submitted three complete bids on the 718/688 area and the two areas outside the fence of the 757 and 754 areas. After comparing prices, a decision on selecting the contractor for this project, was deferred until Hawaii National Landscape proposal on the 718/688 could be verified and after Hawaii National Landscape submitted a proposal for the area outside the fence of 757.
- I. Basketball Court and Putting Green Renovation - Work is to start the last week of the month.
- J. 72" Drainage Pipe Cleanout - Attorney John Morris provided a lengthy letter covering responsibilities in maintaining the drainage pipe. The Management Executive is to review the last vote on the issue and get back to the Board.
- K. Cleanout of Sewer Lines - Proposal from Clean-Sewer Lines - The Board directed that the original contract be checked. Some of the items Clean-Sewer-Lines submitted proposals on, should have been included in the original contract.

NEW BUSINESS

- A. Proposed 2003 Operating Budget - The proposed 2003 Operating Budget was submitted by the Management Executive. Since the Reserve Study is being accomplished by Dale Armstrong & Associates and not due until October 29, 2002, the overall impact of the Operating Budget and Reserve Study together cannot be determined. By itself, the Operating Budget means little.

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- B. Tree Trimming Proposal - Hawaii National Landscaping - Director Castro moved to accept the tree trimming and tree removal proposals from Hawaii National Landscape if they will do them for a total of \$50,000.00 and cover the entire property. Secretary Conroy seconded the motion, which passed unanimously.
- C. Use of Bicycles on Property - Bicycles can be used to transit the property, but not for playing.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 10:40 p.m. to discuss legal issues.

The Board reconvened to the Regular Board meeting at 11:08 p.m.

The results of the Executive Session were as follows:

1. The Board approved filing four liens
2. The Board approved writing off two old accounts.
3. The Board approved reassigning Christine Hill to the office.

NEW BUSINESS - CONT.

- D. Petty Cash - By unanimous consent, the Board approved changing the Petty Cash to \$100.00 for quarters and \$500.00 for the Resident Manager.
- E. Air Conditioner for the Resident Manager's Office - By unanimous consent, the Board approved the Resident Manager purchasing a used air conditioner for the Resident Manager's Office for \$300.00.
- F. Replacement Computers for the Office - The old computers are no longer supporting the needs of the Association. Mr. Foster has been in to fix the computer numerous times the past few weeks. Treasurer Deleconio volunteered to investigate some solutions.

DATE, TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting of the Board of Directors will be held on Tuesday, November 26, 2002, at 7:00 p.m., Makaha Resort Golf Club, Pokai Room.

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ADJOURNEMENT

There being no further business, the meeting was adjourned at 11:15 p.m.

Submitted by:


Jim Coupland
Recording Secretary

Approved by:

