

MAKAHA VALLEY PLANTATION  
REGULAR BOARD MEETING  
MINUTES

DATE: November 19, 1986

PLACE: Makaha Valley Plantation Adult Pool

PRESENT: President Maybelle Yeomans, Vice  
President Chuck Loomis, Secretary  
Linda Powers, Treasurer Steve Kirk,  
Director Maggie Weber, Asst. Secretary  
Jim Johnson

EXCUSED:

BY INVITATION: Dick Gourley (Hawaiiana Mgt.), Resident  
Manager Wally Savedra, Mr. & Mrs. Floyd  
Smith (34A), Cliff Weber (163A), Alan  
Wu (Wesco)

CALL TO ORDER:

Having a quorum present President Yeomans called the meeting to order at 4:00 P.M.

MINUTES:

There being no objection the Minutes of the Regular Meeting of October 15, 1986 were approved.

CORRESPONDENCE:

Goren (147C): Secretary Powers stated that she had responded to Mr. Goren's letter concerning insurance rates and the nearness of Mr. Yee's buildings by sending Mr. Goren a copy of letter sent by Property Manager Gourley to the Association's insurance carrier.

OFFICER'S REPORTS:

SECRETARY - Secretary Powers reported that there was nothing to report.

TREASURER - Treasurer Kirk reported that we need: 1) a 10-year plan for gauging spending and reserves (Property Manager Gourley stated that he can provide one for us); 2) to look for ways to increase revenues without raising maintenance fees; and 3) to look for ways to decrease spending by examining some of our basic services.

COMMITTEE REPORTS:

GROUNDS - Chairman Kirk reported that: 1) there is water erosion under some buildings; 2) parking space numbers are now being painted with a black background; 3) stairwells are being repainted; 4) some trash areas need new wood; 5) the pool ashtrays need replacing; 6) several railings need welding

(Resident Manager Savedra stated that a welder is coming out); 7) the picnic tables need help (Resident Manager Savedra stated that they are scheduled for sanding and painting); 8) the tennis court needs resurfacing; 9) the shuffleboard area and benches need help; 10) several wood strips next to the jacuzzis are rotten; 11) the sauna at the family pool is out of order; and 12) the car wash area needs work.

**ARCHITECTURAL** - Chairwoman Maggie Weber requested that Cliff Weber present the report. He stated that work is proceeding on the storm drain system. Mr. Landis from Capital Investment has been using a backhoe to excavate the area, and men are now extracting rocks from above the break. He further stated that it appears Capital Investment has installed a grate at the Kili Drive entrance to the system and that Makaha Valley Towers's storm drains also empty into the system.

**LIGHTING** - Mr. Wu (Wesco) presented several proposals for different types of lighting fixtures. Chairman Johnson reported that samples of 2 light fixtures had been installed at 5A and 5B, and that more work was necessary before the committee would be able to make its recommendations.

**SOCIAL** - Chairwoman Forsloff was not present.

**WATCHDOG** - Chairman Weber reported that trees overhanging Huipo Drive might cause us a liability problem.

**RESIDENT MANAGER'S REPORT:**

Attached to these minutes and becoming a part hereof is Resident Manager Savedra's report.

**MANAGING AGENT'S REPORT:**

Attached to these minutes and becoming a part hereof is the October financial report and the November 19, 1986 delinquency report. Property Manager Gourley reported that \$83,000 has been collected so far this month.

**UNFINISHED BUSINESS:**

**A. Drain Pipe:** It was the consensus of the Board that it is not necessary at this time for President Yeomans to contact Stewart Ho.

**B. HCC:** After discussion it was the consensus of the Board that Property Manager Gourley write Mr. Yee a fourth letter stating that Mr. Yee now owes us for water as well as use fees and that this letter be a 10-day demand letter. It was further the consensus of the Board that Resident Manager Savedra provide to

Property Manager Gourley the exact amount due for water. Director Weber moved and Secretary Powers seconded the assessment of \$20 per month per apartment for any of HCC's tenants desiring parking decals, with such assessment to begin December 1, 1986 and with Resident Manager Savedra hand delivering such notice to the tenants as soon as possible. The motion passed unanimously.

C. CMC: It was the consensus of the Board that President Yeomans turn this matter back to the law firm of Taomae & Tamanaha.

D. Pool Fence: Resident Manager Savedra stated that he had received a bid of \$855. After discussion it was the consensus of the Board that Resident Manager Savedra secure more bids.

E. Vending Shelter: Resident Manager Savedra reported that the vending company estimates \$1,500 to \$1,600 to extend the eaves and that we would repay them at a rate of \$50 per month with that amount to be subtracted from vending proceeds. Resident Manager Savedra reported that plans would be available for the Board at the next meeting.

F. Extermination: It was the consensus of the Board that this matter be deferred to the next meeting after additional bids are secured.

G. Signs: Director Weber reported that the new signs have been installed, and she gave to Property Manager Gourley the remainder of the money allocated to her for this expense, a check for \$34.47.

NEW BUSINESS:

A. Barbeques: Vice President Loomis moved and Treasurer Kirk seconded the installation of a barbeque area near #29 and #30 to serve that area at a cost of approximately \$600. The motion passed unanimously. It was the consensus of the Board that the installation of a barbeque to service the 665 area be investigated further to secure a good location.

B. Date of Annual Meeting: It was the consensus of the Board that Secretary Powers make arrangements for the Annual Meeting to be held at 7 PM, Friday, February 27, 1987 at the Sheraton Makaha Resort, provided a room is available. If a room is not available, Secretary Powers shall poll the Board for another date and/or location.

C. **Audit:** Secretary Powers moved and Director Weber seconded the selection of Jonathon R. Carr to provide the 1986 audit. After discussion concerning the relative merits of the three bids, the Board voted unanimously in favor of Mr. Carr.

D. **Christmas Party:** Vice President Loomis moved and Director Weber seconded approving the expenditure of up to \$1,000 to provide for a Christmas party and turkeys for Makaha Valley Plantation employees and their families, and that a check in the amount of \$1,000 be made payable to Walter Savedra for this purpose with the stipulation that any unexpended funds be returned to the Association. After discussion the motion passed unanimously.

E. **Parking Stall Numbering:** As repainting of the numbers is currently under way, it was the consensus of the Board that the institution of a new numbering system wait for another time.

F. **Kerosene Lamps:** After discussion concerning the safety of these lamps, it was the consensus of the Board that this idea be dropped.

G. **Purchase of Truck:** After discussion it was the consensus of the Board that a panel truck currently owned by Frank Berry be purchased for the Association at a cost not to exceed \$1,200.

H. **Bulk Mail Permit:** After discussion where Property Manager Gourley pointed out the difficulty of using bulk mail, it was the consensus of the Board that this matter be waived to a future date.

I. **Jacuzzis:** It was the consensus of the Board that Resident Manager Savedra investigate solutions to the jacuzzi problems and report back at the next meeting.

J. **Maintenance Reserve Funds:** After discussion concerning the Plantation's current cash flow, it was the consensus of the Board that Property Manager Gourley establish a Maintenance Reserve Account in the name of ADAO Makaha Valley Plantation at a federally insured institution, that the signature of at least one Board member and one signature of an employee of Hawaiiana Management shall be required to expend monies from this account, that \$20,000 should be immediately deposited to this account, and that Mr. Gourley shall deposit to this account in December however much he feels the Association can reasonably afford.

K. **Camera:** Secretary Powers moved and Director Weber seconded approving the purchase of a camera for the front office at a

cost not to exceed \$150 and that Cliff Weber, Jim Johnson and Resident Manager Savedra shall shop for the best deal.

L. **Budget:** After discussion it was the consensus of the Board that the 1987 budget be approved with an adjustment made for the increase in refuse collection charges.

At 6:15 PM the Board adjourned to executive session to discuss a personnel matter. The meeting was called back to order at 6:25 P.M.

M. **Job Descriptions & Organizational Chart:** It was the consensus of the Board that Asst. Secretary Johnson meet with Resident Manager Savedra and formulate job descriptions and an organizational chart for all Makaha Valley Plantation employees prior to the Annual Meeting.

NEXT MEETING:

To be called if necessary for December 17, 1986 at 4:00 P.M. at Makaha Valley Plantation. Otherwise, 4:00 P.M., January 21, 1987 at Makaha Valley Plantation.

ADJOURNMENT:

Having no further business to review and hearing no objections, at 6:30 P.M. President Yeomans adjourned the meeting.

Respectfully submitted,



Linda Powers  
Secretary  
Board of Directors