

ASSOCIATION OF APARTMENT OWNERS MAKAHA VALLEY PLANTATION  
AGENDA BOARD OF DIRECTORS MEETING

MEETING OPEN November 22, 1994  
7:00 P.M.  
Waianae Satellite City Hall

PRESENT Wayne Thompson, President; Cecil Bindel  
Vice President; Barbara Van Blyenburg,  
Secretary; David Duke, Treasurer; Blythe  
Thomas, Director

BY INVITATION Emerald Souza, Assistant Manager;  
Peggy Hoots, Administrative Assistant

CALL TO ORDER

APPROVAL OF MINUTES - October 24, 1994

CORRESPONDENCE

REPORTS OF

- 1) Officers
  - A) President-
  - B) Vice President
  - C) Treasurer- Motions
  - D) Secretary-
  - E) Director-
- 2) Property Manager
- 3) Security/Assistant Manager
- 4) Committees- Computer, Management,  
Neighborhood Watch

UNFINISHED BUSINESS

- 1) Accept Bid for Landscape (Motion)
- 2) Accept Bid for Management Company (Motion)
- 3) Accept Bid to install light switch(Wash House)
- 4) Authorizing phone calls to Attorney
- 5) Pipe Rack for truck

NEW BUSINESS

- 1) Cost on "Mail-out" for changing Board size
- 2) Pool keys
- 3) "Manlift" rental
- 4) Accident free month of October- BlaiseAki

ASSOCIATION OF APARTMENT OWNERS  
MAKAHA VALLEY PLANTATION

Board of Directors Meeting Minutes

Date: November 22, 1994

Place: Waianae Satellite City Hall

Present: President, Wayne Thompson; Vice President, Cecil Bindel; Treasurer, David Duke; Secretary, Barbara Van Blyenburg; Director, Blythe Thomas

By Invitation: Assistant Manager, Emerald Souza; Property Manager Jim Coupland- Hawaiiana Management

Call To Order: A quorum being present, President Thompson called the meeting to order at 7:00 P.M.

Correspondence: The President responded to requests for repairs, due to water leaks be done after the rainy season is over.

Reports of Officers:

President: MOTION: To give each employee a \$25.00 Thanksgiving and Christmas bonus, which was unanimously approved.

Vice President: Reported that alot more assessments and delinquent maintenance fees being paid.

Treasurer: Steady progress being made and should reach \$250,000.00 Reserve goal this year.

MOTION: Reemphasize the Board policy as defined at previous Board meetings that no board member or homeowner shall contact the association Parliamentarian or Attorney regarding any matter, without the approval of the Board President or his designee. If anyone should contact either of these individuals it shall be at their own expense and with the understanding that the association has no financial responsibility to pay for any advise rendered by these individuals. The exception to this policy shall be that a majority of the Board my vote at a public meeting to contact either of them regarding a specific concern. The Parliamentarian and Attorney shall be notified, in writing, of this policy. - UNANIMOUSLY APPROVED-

MOTION: The section of the revised bylaws regarding the composition of the Board of Directors should be changed to read that the Board of Directors shall be composed of 5 members. FOR: President, Vice President, Treasurer, and Director AGAINST: Secretary

Secretary: INCORPORATION OF MAKAHA VALLEY ASSOCIATION: Secretary received additional information from Attorney John Morris which gave pros and cons and the procedure to follow, to amend the by-laws before incorporating. He stated it is a good idea for several reasons.

Property Mgr: An increase in C-3 (late notices) have been mailed out to homeowner's, to improve collection of delinquent fees owed.

UNFINISHED BUSINESS:

MOTION: Since the Association has received a "revised Bid" from one of the management companies, the selection of a management company should be delayed. All potential management companies should be notified that we have received a "revised bid" and we are giving all companies an opportunity to submit a final revised bid. TABLED MAKING A DECISION BY PRESIDENT, WAYNE THOMPSON.

MOTION: To accept landscape contract bid from K-Kap. Lawn Service. APPROVED BY: President, Vice President, Treasurer, Secretary.....NO VOTE: Director

MOTION: To install light switches for wash houses, cost of approximately \$62.00 each. UNANIMOUSLY APPROVED

Need to install Pipe rack for Makaha Valley Plantation truck, for transporting lumber and hauling. per President, Wayne Thompson.

AMENDMENT TO MOTION: Request to Amend the Motion regarding employees stealing or defrauding Makaha Valley Plantation to include all Board members was "Tabled" for further research.

PETITION TO INCREASE BOARD: President, Wayne Thompson indicated the cost to have a "Special Mail-out" would be approximately \$1500.00. States the Board has until December 5, 1994 to respond to request to accept Petition as valid.

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NEW BUSINESS:

LOST POOL KEYS- President, Wayne Thompson stated rental agents have been giving out incorrect pool keys to tenants, which has been creating problems.

TREE TRIMMING- President Thompson is looking into the possibility of renting a "manlift" to have "in-house" employees trim the trees that have been a problem with falling branches in the heavy winds.

NO MONTHLY MEETING SCHEDULED FOR DECEMBER 1994

ANNUAL MEETING IS SCHEDULED FOR MARCH 18, 1995  
AT 9:00 A.M. AT THE SHERATON MAKAHA RESORT.

ADJOURNMENT: Meeting adjourned at 9:00 P.M.

Minutes by:

Secretary- Barbara Van Blyenburg

ASSOCIATION OF APARTMENT OWNERS MAKAHA VALLEY PLANTATION  
BOARD OF DIRECTORS "SPECIAL MEETING"

Date: November 14, 1994 Time: 7:00 P.M.

Place: Waianae Satellite City Hall

Present: President, Wayne Thompson; Vice President, Cecil Bindel; Treasurer, David Duke;  
Secretary, Barbara Van Blyenburg; Director, Blythe Thomas

By Invitation: Property Manager , Jim Coupland-Hawaiiana Management

Call To Order: A quorum being present, President Thompson called the meeting to order at 7:12 P.M.

President: Requested that the Board hold-off making their decision on selection of a  
Management Company, due to additional information received, until 11-22-94.

Treasurer: Requested approval of new Budget from Hawaiiana Management Company for 1995,  
with the following allowances added:

- 1) Preventive maintenance for Heat Pumps
- 2) Special repairs, such as termite

MOTION: 1995 Budget was unanimously approved

ADJOURNMENT: Meeting was adjourned at 8:30 P.M.

Minutes done by:

Secretary- Barbara Van Blyenburg