

MAKAHA VALLEY PLANTATION
M I N U T E S

REGULAR MEETING of the BOARD OF DIRECTORS of the Association of
Apartment Owners of MAKAHA VALLEY PLANTATION

DATE: Tuesday, December 18, 1984

PLACE: Makaha Valley Plantation 61A

PRESENT:
President Hoolae Faao,
Vice President Frank Swan,
Asst. Vice President Ron Melchin,
Treasurer Rosemary Gordon,
Secretary Linda Powers
Asst. Secretary Gil Patterson
2nd Asst. Secretary Maybelle Yeomans,
and Parliamentarian Chuck Loomis

EXCUSED: Assistant Treasurer Charles Houtchens

BY INVITATION:
Andy Kubo (NM&F),
Owners David & Christie Johnson, and
Owner Tom Powers

CALL TO ORDER:
Having a quorum present, President
Paao called the meeting to order at
10:45 A.M.

MINUTES:
Vice President Swan moved and Treasurer Gordon seconded approving
the minutes of the regular meeting of November 20, 1984. The
motion passed unanimously.

CORRESPONDENCE
Letter from ex-employee John Stidham. Secretary Powers was
directed to respond noting that Association records indicated he
had resigned. Resident Manager Sevedra was admonished to follow
the policy & procedures manual with respect to personnel records.

COMMITTEE REPORTS
A. Grounds and Architectural. Chairman Swan reported that he,
Andy Kubo, Cliff Wakataki and Wally Sevedra had walked the
grounds, and that they looked excellent. He further reported
that tree trimming was too expensive to begin yet, that the
stairwells need painting beginning February 1, 1985, that several
roof leaks are causing problems, that there is trash under
buildings and the custodians should wet-mop the stairwells more
thoroughly.

B. Rules, Administration and Security. Chairman Linda Powers
reported that because of delays caused by Bank of Hawaii and
Deluxe Check Printers, the maintenance fee payment books were not
received until December 13. They were mailed to owners December
14. Because of the delays, it became necessary to delay the
scheduled increase in maintenance fees to February 1. Andy Kubo
was instructed to seek a reduction in cost from Bank of Hawaii.

C. Legal. It was the consensus of the Board that this committee
report be deferred to executive session.

MANAGING AGENT'S REPORT:
Attached to these minutes and becoming a part hereof are the
financial reports submitted by Andy Kubo.

RESIDENT MANAGER'S REPORT:
Attached to these minutes and becoming a part hereof is the
resident manager's report. It was the consensus of the Board
that Resident Manager Sevedra and Andy Kubo ask Ed Yee to make
the repairs to the common sewer line as soon as possible. It was
the consensus of the Board that Asst. Secretary Patterson explore
alternatives for obtaining and financing heat pumps for the
jacuzzis.

UNFINISHED BUSINESS:
A. NM&F Procedures. After discussion it was the consensus of the
Board that Secretary Powers draft a form letter to be sent to
vendors as necessary instructing them to mail all bills to the

resident manager's office.

B. HCC Agreement. It was the consensus of the Board that Association Attorney Brian Sugimoto be directed to review the document and to add an addendum to include a "hold harmless" clause.

NEW BUSINESS:

A. Roof Repair Proposal. Secretary Powers moved waiving the resolution requiring three bids due to the emergency nature of the roof leaks and further moved approving Bernard Pacheco's proposal to reroof 183C and 190C at a cost of \$3800. Treasurer Gordon seconded. The motion passed unanimously.

B. Tree Trimming. It was the consensus of the Board that the Association could not afford to spend \$20,000+ on tree trimming at this time. It was the consensus of the Board that Secretary Powers draft a letter to be sent to the membership in January proposing that a special maintenance fee fund be established to pay for reroofing the Plantation and doing the necessary tree trimming with the cost to be \$100 per unit per quarter for one year.

C. New Radio. It was the consensus of the Board that Resident Manager Sevedra establish a work order system instead of buying a new radio for the maintenance men.

D. Golf Cart. It was the consensus of the Board that Resident Manager Sevedra try to replace the junked golf cart at a government auction.

E. Flooded Apartments. It was the consensus of the Board that the Association's insurance agent should be contacted.

F. Window Cleaning. It was the consensus of the Board that a notice may be posted by John Santiago for window cleaning, and that paying for cleaning outside the clerestory windows would be the responsibility of the owner or tenant.

G. Rental Agent Meeting. It was the consensus of the Board that notice be given to rental agents of a meeting to be held in Makaha Valley Plantation 61A on December 28, 1984.

H. Scuba Lessons. It was the consensus of the Board that scuba classes should not be allowed at Makaha Valley Plantation pools.

NEXT MEETING:

The next meeting of the Board of Directors will be held on January 22, 1985 at 10:00 A.M. at the Rocana Hotel.

ADJOURNMENT:

Having no further business to review and hearing no objections, at 1:30 P.M. President Paoa adjourned the meeting.

Respectfully submitted,



LINDA FOWERS
Secretary
Board of Directors