

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF MAKAHA VALLEY PLANTATION
February 24, 2005
MAKAHA Valley Plantation-Kiana Cabana**

OWNER'S FORUM

At 6:30 p.m., the owners present were allowed to voice their concerns. Owner's forum was closed at 7:01 p.m.

CALL TO ORDER

The regularly, scheduled meeting of the Makaha Valley Plantation Board of Directors was called to order at 7:01 p.m. by the Chair, President Monty Glover.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Monty Glover Marjorie Collier
 Bobbie Castro Frank Mead
 Bob Cunningham Jim Sherman

Members Excused: Greg Sokolowski

By Invitation. Otis King, General Manager, Vicky Alapai, Administrative Assistant
 Sheryl Brown, CMCA®, Sr. Mgmt. Exec., Hawaiiana Management Co.

Approve Agenda

Adopted by unanimous consent.

APPROVAL OF MINUTES

The minutes of the January 26, 2005 regular Board meeting were approved as revised:
"Establish a Quorum – Frank Mead - strike via telecomm.

REPORTS

A. Security. AKAL Security Supervisor Martinez was not present but provided a spreadsheet general categorizing and noting complaints called in to security for January 2005. The Chair instructed the GM to have Mr. Martinez provide a "rolling twelve month history of complaint history each month.

B. Treasurer

1. Financial Statement for December 2004 and January 2005 – Presented. Director Mead moved to accept the December 2004 and January 2005 financial statements subject to audit. The motion passed with unanimous consent.

2. Delinquent Accounts – Deferred to executive session.

C. General Manager's Report. – presented.

Committees

1. Security – Director Cunningham reported on the following issues:

- (a) Increased Security Coverage at Front Gate – Committee Chair Cunningham reported the need for additional security personnel at front gate to monitor traffic peak hours, approximately 21 hrs per week. The chair suggested that Installation of 2 additional gates at a total cost of \$12,000 may be more cost effective as a permanent solution. Owner Tena James suggested resident volunteers to assist current security staff. Committee Chair Cunningham stated that this suggestion is again under consideration and a sign up sheet for serious volunteers will be available at the annual meeting.
- (b) Exit Teeth – Committee Chair Cunningham requested board member volunteers to observe and listen to the noise created by vehicles passing over the security teeth when open in operational mode. The GM informed the board, based upon his observations, the exit teeth were very noisy. Deferred for continued investigation.
- (c) Curfew – Owner David Duke suggested a curfew for any resident not of adult legal age. Deferred for consideration by the committee.
- (d) Fence repair at 665 - Deferred for costs estimates for fence/landscape options recommended in the security report. Director Collier suggested golden duranthis – another security hedge having large thorns (ivy plant) as an alternative to bougainvillea.
- (e) Roof top lighting – Committee Chair Cunningham reported there was nothing new to report .

2. Grounds - Committee Chair Mead reported on the following issues:

- (a) Broken water line – Observed, reported and repaired. Director Sherman reported a large ponding of water on the landscape by building 165. Deferred to the GM.
- (b) Trimming of Plumeria trees – Deferred pending appropriate training of landscape crew and purchase of any additional equipment needed.
- (c) Coconut trees – Director Mead moved to approve the bid from Hawaii National Landscape in the amount of approximately \$7500.00 to trim 137 coconut trees three times each year. The motion unanimously passed.

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- (d) Requested Tree Stump Removal – Owner Tena James asked when the tree stump in front of her unit would be removed; GM to schedule removal of several tree stumps to include this particular stump as soon as bidding and board approval were obtained.

- 3. House Rules – The SME reported that attorney John Morris had been provided the revised house rules for review and would be mailed to all owners as soon as all revisions were approved.

- 4. Personnel - Deferred to executive session.
 - a. Uniform Shirts – Deferred for logo.

- 3. Budget & Finance. Committee Chair Sokolowski had provided a report noting the dollar contribution by each owner for all expenditures in 2004.

- 4. Communications –
 - (a) In House Channel – Owner Tena James requested a softer color background as the bright colors made the screen difficult to read. The board agreed and instructed the GM to change the screen background to a neutral color.

 - (b) Association Logo – Director Mead moved to adopt the logo without the graduated sun behind the palm tree, as designed (at no cost) by GEPCO, an association vendor. The motion passed by unanimous consent. The GM was directed to obtain costs for professional printing of stationary and business cards to compare with in-house capabilities and costs.

- 5. Community Advisory – Director Collier reminded everyone of the “potluck” meeting on February 27th, 5:30 p.m., 2005 at the Kiana Pool cabana.

UNFINISHED BUSINESS

- A. Maintenance Shed Re-Build – The GM reported he had scheduled a meeting with a contractor on Saturday to discuss construction design, permit and project bidding.

- B. Stairwell 143-144 Rebuild - The GM reported that construction had been completed.

- C. Refurbishment of Picnic Area Grills – The GM reported that the firebrick materials were on order for two grills. The GM was instructed to work with Directors Mead and Sherman on refinement of the construction build.

- B. Repaving Project – Director Mead reported bid requests had been sent out, few responses had been received; requests were sent to other contracts with a final RFP sent today with a revised response due date of March 25, 2005. Deferred.

- C. Association Documents Amendment to Confirm Number of Directors/Restatement of Docs – Deferred pending updated tally from HMC.

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- D. Web/Laundry Service Contract – Director Collier moved to approve Option 1 of proposed lease agreement, revised as requested by the chair to specify installation of all new washers and dryers, elimination of the clause precluding owners from installing washer/dryer appliances in their unit; payment of a one time sign on bonus of \$140,000 and 40% of all monthly income. The motion passed by unanimous consent.
- E. Submetering & Irrigation – The GM reported that State Department of Health, Environmental Services Division, has scheduled a “spot check” of three existing submeters before proceeding to approve or permit any further installations of same. The board instructed the GM to ascertain if additional inspections will be required after completion of the project.
- F. Structural Issues/Water Penetration – The GM informed the board that Smith Hawaii delivered the bid this afternoon. Deferred to the next board meeting.

NEW BUSINESS

- A. Owner Correspondence – Deferred to executive session.
- B. Proposal from Clean Sewer Lines – Deferred to GM to confirm proposed work.
- C. Jacuzzi Heat Pump – Director Sherman moved to authorize up to \$5000.00 to replace the heat exchanger for the Ala Mahiku jacuzzi. The motion unanimously passed. Director Collier requested simultaneous repair of the Jacuzzi gutter and installation of handrails subject to bidding and approval by the board. The board instructed the GM to proceed as requested by Director Collier.

RECESS

The meeting was recessed at 8:30 and reconvened at 8:36.

EXECUTIVE SESSION

The board entered executive session at 8:36 p.m. and reconvened into regular session at 9:49 p.m.

RATIFICATION OF ACTIONS TAKEN DURING EXECUTIVE SESSION

The board unanimously ratified the following actions taken during executive session:

1. Appeals

- (a) Owner Request for Re-Consideration of \$100 Fine –The board unanimously agreed to reduce the fine from \$100 to \$25.00.

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- (b) Owner Request for Association to Replace Shattered Window – The board unanimously agreed that the cause of window breakage had not been determined to be caused by building settlement; since a structural assessment of all buildings by a structural engineer is pending the board agreed to reconsider the request if the damage is confirmed to be a result of caused by settlement.
- (c) Owner Request for Reduction of Fines for Evicted Resident - The board unanimously agreed to reduce the total amount of assessed fines from \$750 \$325.00.
- (d) Owner Request to Rescind \$50.00 Fine – The board unanimously agreed to rescind the fine and reduce the citation from a fineable offense to a warning citation.

NEXT MEETING

The next regularly scheduled Board of Directors meeting will be held on Thursday, March 23, 2005, 6:30 p.m. at the Kiana Cabana on site. The 2005 annual meeting is scheduled for February 26, 2005.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:50 p.m.

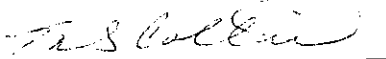
Submitted by:

Hawaiiana Management Company

Makaha Valley Plantation

Agent for Makaha Valley Plantation

Sheryl Brown, CMCA®



Senior Management Executive,

M. Collier
Secretary

Hawaiiana Management Company, Ltd.
Recording Secretary