

MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF MAKAHA VALLEY PLANTATION
TUESDAY, MARCH 26, 2002
7:00 P.M., WAIANAE SATELLITE CITY HALL

CALL TO ORDER

The regularly scheduled meeting of the Board of Directors of Makaha Valley Plantation was called to order at 7:00 p.m., by President Sokolowski.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Greg Sokolowski
Hugh Conroy
Alvin Silva (Arr. 8:41 p.m.)
Al Deleconio
Bobbie Castro

Present by Invitation or as Guests: Peggy Hoots, Manager
Jim Coupland, Hawaiiana Management Co., Ltd.

SECURITY REPORT

This report was presented by the Manager, Peggy Hoots. She provided a number of statistics. There were 2389 passes issued the last month. The average was 67 passes per day, down significantly from previous months.

COMMITTEE REPORTS

- A. Security - Committee Chair David Duke stated they had not met so there was nothing new to report. A motion was made by Director Castro to establish a Standing Security Committee that would last for one (1) year and provide recommendations to the Board. Secretary Conroy seconded the motion. The motion passed unanimously.
- B. City Refuse Pick-Up - Director Castro moved, seconded by Treasurer Deleconio, that this Committee be abolished due to the difficulty, cost and manpower required to make this plan work. The vote for this motion was unanimous.

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- C. Committees - It was moved by Secretary Conroy to establish Five Standing Committees, Security, Special Projects, Grounds, Recreation and Building & Maintenance. These are to last for one (1) year or until the first Board meeting after the Annual Association meeting. Each Committee is to have a minimum of five members. There is to be no doubling up on Committees. Treasurer Deleconio seconded the motion, which then passed unanimously.

The Manager was directed to advertise the Committee openings on Channel 2.

APPROVE MINUTES

There being no corrections or changes, the minutes of the February 26, 2002 Board meeting were approved as presented, by unanimous consent of the Board.

There being no corrections or changes, the March 9, 2002 Annual and Organizational meetings were approved as presented, by unanimous consent of the Board.

TREASURER'S REPORT

- A. The Treasurer's Report was presented by the Management Executive for this meeting. His report was based on the February 2002 Financial Report. The variances were reviewed in detail. The Cash and Reserves stood at \$1,812,662.43 of which \$1,690,878.87 were in Reserves. The February 2002 Financials were accepted, subject to audit.
- B. Delinquency Report - The Delinquency Report was distributed prior to the meeting by the Management Executive. Action was deferred to Executive Session.

MANAGER'S REPORT

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

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The Manager reported the following additional significant items:

- A. Pool - Treasurer Deleconio moved to solicit bids to replace the 3" tile around the Ala Mahiku pool and replace the caulking in the decks of both pools. Secretary Conroy seconded the motion. The motion passed unanimously.
- B. Pool Machinery Buildings - Sent to Special Projects Committee for their review.

UNFINISHED BUSINESS

- A. Units 88C thru 135A Structural Evaluations - Engineering Forensics, Hawaii (ENF)
 - 1. Soils Engineer Proposal - Director Castro moved, seconded by Treasurer Deleconio, to approve the ENF proposal to perform tasks as set forth in their March 21, 2002 letter, for \$18,500.00. The vote for the motion was unanimous. This work will all be conducted around building 135.
- B. Landscaping & Irrigation - The 718/688 area drawings have been provided by Brownlie & Lee . Board members are to review them. It was suggested by Secretary Conroy that the Association try to use UH Arborists to look at the current tree situation.
- C. Heat Pumps
 - 1. Solicit Multiple Bids Vs. Negotiating with Ching Construction - Although no formal vote was taken, it was the intent of the Board to have multiple bids solicited for the project. They were aware it will slow down the project approximately six weeks and could be more expensive for the consulting engineer's time.
 - 2. Reserve Available Heat Pumps from Admor - Secretary Conroy moved to put 6-8 heat pumps on hold with Admor, with any remaining heat pumps to be obtained from the mainland. Treasurer Deleconio seconded the motion. The vote for the motion was unanimous.

The Heat Pump Manufacturer previously informed ENF they would not deal directly with a retail customer. The Board asked to have the contractor provide a letter as to their exclusivity.

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- D. Electrical Evaluation of Office Maintenance Shack and Wash House 707 - Action deferred pending receipt of a Study by HECO. One proposal was available at the meeting.

NEW BUSINESS

- A. Petition to Increase of Board - ByLaw Amendment - This petition was presented to the Board at the Annual Meeting. If at least 25% of the owners signed the petition, the proposed ByLaw amendment will be mailed to all owners within thirty (30) days of receipt. The Management Executive requested permission to have the Association Attorney draw up the Written Consent. By unanimous consent, the Board approved the mail out and using the attorney to draw up the Written Consent.
- B. Owners E-Mail Listing - The Board directed that a mailing to all owners be accomplished, to be included along with the ByLaw Amendment Written Consent package, to try and get everyone's e-mail addresses. Secretary Conroy stated he would write-up a letter to the owners, soliciting their cooperation.
- C. Board Correspondence Distribution - Distribution of all correspondence was discussed. The Board directed that the Special Project Committee investigate the off-site storage of the old records currently being stored upstairs in the office.
- D. Web Page Presentation - Month Glover (19A) - Mr. Glover gave the Board a presentation on what could be done and who could do it. The Board turned this project over to the Special Projects Committee for their study and input.
- E. Letter of Commendation - Secretary Conroy moved to send Bette Larrabee, past President, and David Duke, past Treasurer, letters of commendation which would be signed by the current President and to present them a nice plaque along with the letter. Director Castro seconded the motion. The motion passed unanimously.
- F. Proposed Agenda Profile - Deferred to next meeting.

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- G. Proposed Blessing for Each and Every Meeting - Secretary Conroy proposed this item for discussion only at this time.
- H. Action Item Tracking - The Board directed this listing to be sent to all Directors. To be discussed again at the next meeting.
- I. Resolution of Compliance - Director Castro moved that the Board adhere to all Federal, State and City and County laws/rules covering condominiums. Vice President Silva seconded the motion. The motion passed unanimously.

Director Castro thanked all Board members, new and old, for their work.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 9:23 p.m. to discuss possible legal matters.

The Board reconvened to the Regular Board meeting at 9:41 p.m.

The result of the Executive Session is as follow:

- 1. Approved filing on one lien.

DATE, TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting of the Board of Directors will be held on Tuesday, April 23, 2002, 7:00 p.m., Waianae Satellite City Hall.

AJOURNMENT

The being no further business, the meeting was adjourned at 9:42 p.m.

Submitted by:


Jim Coupland
Recording Secretary

Approved by:

