

MAKAHA VALLEY PLANTATION
REGULAR BOARD MEETING
MINUTES

DATE: April 15, 1987

PLACE: Pokai Room, Sheraton Makaha Resort

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

EXCUSED: Asst. Treasurer Bonnie Halfacre

BY INVITATION: Dick Gourley (Hawaiiana Mgt.), Resident
Manager Wally Savedra, Chief of
Security Tim Ford, M/M Cliff Weber
(163A), M/M Floyd Smith (34A), Gil
Patterson (69C), M/M Grahl (123C) and
Emily Schmeckpepper (128C)

CALL TO ORDER:

Having a quorum present President Yeomans called the meeting to order at 4:04 P.M.

MINUTES:

There being no objection the Minutes of the Regular Meeting of March 18, 1987 were approved.

CORRESPONDENCE:

Forsloff (15A) - Mrs. Forsloff wrote commending Security and Management for their help when her carpet was ruined.

Stavneak (75C) - Mr. Stavneak wrote to commend the Board for doing a fine job.

Sprague (182B) - Mr. Sprague wrote Resident Manager Savedra concerning problems in his area. Resident Manager Savedra said he had been working with Mr. Sprague to solve them.

Slavish (158A) - Mr. Slavish wrote to notify the Association of the tenant in his apartment.

Gordon (136A) - It was the consensus of the Board that this matter be taken up under unfinished business.

OFFICER'S REPORTS:

SECRETARY - Secretary Powers reported that the Newsletter was mailed April 1, 1987 as scheduled.

TREASURER - Treasurer Halfacre reported that he has begun studying the Association's insurance and the possibility of providing pension benefits to our employees.

COMMITTEE REPORTS:

GROUNDS - Chairman Kirk reported that the grounds are improving and that we could use more new plants.

LIGHTING - It was the consensus of the Board that this matter be deferred to unfinished business.

The other committees had nothing to report at this meeting.

RESIDENT MANAGER'S REPORT:

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

MANAGING AGENT'S REPORT:

Attached to these minutes and becoming a part hereof is the March financial report. Property Manager Gourley reported that delinquencies are continuing to decline.

UNFINISHED BUSINESS:

A. **HCC.** Resident Manager Savedra reported that Mr. Yee has told him that he will pay.

B. **LIGHTING.** Secretary Powers moved and Director Loomis seconded approving the purchase of 700 light covers at a cost of \$5,736.64 as money becomes available and instructing Resident Manager Savedra to paint white the non-skid strips on the stairwells. The motion passed unanimously.

C. **ROOFS.** It was the consensus of the Board that the existing policy be continued and that it should also apply to the treatment of lanais.

D. **LONGRANGE PLAN.** It was the consensus of the Board that Chuck Loomis, Cliff Weber, Steve Kirk, Resident Manager Savedra and Property Manager Gourley work on it.

E. **MINIMUM INCOME REQUIREMENT.** It was the consensus of the Board that Resident Manager Savedra and his assistant devise a registration form for all occupants and they consult with Rosemary Gordon and send a copy to Dinman, Nakamura, Elisha & Nakatani to be sure it is legal.

NEW BUSINESS:

A. **AKAHI'S RECOMMENDATIONS.** Director Loomis moved and Vice President Kirk seconded approving Akahi's recommendations for tree removal provided that Resident Manager Savedra also approves the selections and that the trees be replaced as Akahi

suggests and as money becomes available. The motion passed unanimously.

B. **INSURANCE.** It was the consensus of the Board that Treasurer Halfacre research the Association's policies and be prepared to make recommendations before the current policies expire.

C. **REGISTRATION/PARKING FEE.** It was the consensus of the Board that the idea of charging a fee instead of a deposit be sent to our attorneys for an opinion as to the legal or tax ramifications.

D. **NEXT MEETING.** Director Loomis moved and Treasurer Halfacre seconded making the next meeting the third Wednesday in June. The motion passed unanimously.

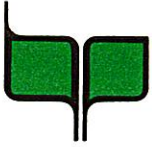
NEXT MEETING: June 17, 1987 at 4:00 P.M. at the Sheraton Makaha Resort Pokai Room

ADJOURNMENT: Having no further business to review and hearing no objections, at 5:55 P.M. President Yeomans adjourned the meeting.

Respectfully submitted,



Linda Powers
Secretary
Board of Directors



MAKAHA VALLEY PLANTATION

84-786 ALA MAHIKU DRIVE WAIANAE, HAWAII 96792

APRIL 15, 1987

TO: BOARD OF DIRECTORS
FROM: WALTER SAVEDRA, RESIDENT MANAGER
SUBJ: RESIDENT MANAGER'S REPORT

REVISION OF THE MAINTENANCE SCHEDULE

Effective March 1, 1987 the maintenance crew's schedule was revised so as to provide 8 hour a day coverage through-out the week-ends. This was facilitated through the use of an overlapping manpower schedule. In so doing, we have doubled the coverage from 4 to 8 hours a day and at the same time, eliminated the need for overtime pay. Based on the current maintenance wage structure, this modification will yield a saving of approximately \$3,750.00 annually.

WORK ORDERS

A new system of checks and balances has been implemented by the Front Office to control and verify all work performed by maintenance personnel. Jobs assigned each day are documented on individual work orders.

LANDSCAPE MAINTENANCE

On March 25, 1987 we held our quarterly walk-through inspection of the property. Accompanying me on the tour were; Mr. Bruce Vollick, of Akahi Services and Mr. Cliff Weber from the Advisory Committee. Many problem areas were discussed. The attached letter from Mr. Vollick focuses on the main problems.

STAIRWELL LIGHTING AND MARKING

Phase 111 of the study on improving lighting and safety conditions is now in effect. The type of light diffuser currently under scrutiny is a clear faceted design. Some modifications to the white safety stripes on the test stairwells are currently being employed in the 34&35, 163&164 and 87&88 stairwells.

Respectfully Submitted

Walter Savedra, Resident Manager