

**MAKAHA VALLEY PLANTATION
ASSOCIATION OF APARTMENT OWNERS
REGULAR MEETING OF THE BOARD OF DIRECTORS**

AGENDA

April 22, 1997; 7pm, Wai'anāe Community Center

TO BE PRESENT: Secretary, Alvin Silva; Treasurer, David Duke; Director, Dale Fajardo.

TO BE ABSENT: President, Bette Larrabee.

GUEST: Property Manager, Jim Coupland; Resident Manager, Jack Custer; Administrative Manager, Peggy Hoots.

CALL TO ORDER:

APPROVAL OF MINUTES: For March 25, 1997.

CORRESPONDENCE:

REPORTS: SECRETARY: Organizational vote for Vice President. Phase I rebate check from HECO, \$572.

TREASURER: Budget report

DIRECTOR:

PROPERTY MANAGER: Cash flow and delinquencies. Senate Bill 682 and House Bill 779.

INTERIM MANAGER:

OFFICE MANAGER: Statistics, new parking decal.

OLD BUSINESS:

1. Civil Engineers report on parking lot paving received and being evaluated.
2. Custodial and Maintenance contract bids are being negotiated.
3. Security evaluation (cameras, etc.) bids are being evaluated.
4. Roof, patio, and ceiling repairs are on going.
5. Feasibility Study on adding Solar Heating to Heat Pumps.

NEW BUSINESS:

1. Landscaping contract extension.
2. policy on homeowner volunteer work.
3. feasibility Study on our building waterproofing problems.
4. Accident free winner for March to be announced.

OPEN DISCUSSION: (as time permits)

NEXT MEETING: Next meeting will be May 20, 1997.

ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS

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APPROVED MINUTES

April 22, 1997; 7pm, Wai'anae Community Center

PRESENT: Secretary, Alvin Silva; Treasurer, David Duke; Director, Dale Fajardo.

ABSENT: President, Bette Larrabee, on vacation.

GUEST: Property Manager, Jim Coupland; Resident Manager, Jack Custer; Administrative Manager, Peggy Hoots.

CALL TO ORDER: A quorum being present, Mr. Silva called the meeting to order at 7:05pm

APPROVAL OF MINUTES: For March 25, 1997, was motioned by Mr. Duke for approval. Mr. Fajardo second the motion. APPROVED 3-0

CORRESPONDENCE: Fine appeals will be discussed in executive session.

REPORTS: SECRETARY: We received our first rebate check from Hawaiian Electric Company in the amount of \$572. This rebate was for upgrading our stairwell lights from incandescent to fluorescent. Future upgrades are planned for latter this year.

TREASURER: Mr. Duke mentioned that our major concern is still delinquencies and we are keeping a close watch on this item. We are still within budget but the staff has been instructed to keep expenses down to a minimum. Where health and safety are a concern we will spend the money that we need to.

DIRECTOR: Mr. Fajardo is new to the Board and is still getting a feel for everything.

PROPERTY MANAGER: Delinquencies as of today are \$194,000. Some of these will need to be written off because of the difficulty in collecting them. Others have been turned over to a collection agency in an attempt to recover some of the money due. Foreclosures are included and a number of them are over three years old.

MANAGER: Report enclosed.

OFFICE MANAGER: Report enclosed.

OLD BUSINESS: 1. Civil Engineers report on parking lot paving received and being evaluated.

2. Custodial and Maintenance contract bids are being negotiated.

3. Security evaluation (cameras, etc.) bids are being evaluated.

4. Roof repairs are on going.

5. Feasibility Study on adding Solar Heating to Heat Pumps. The Board evaluated three engineer companies and their reports on other complexes.

MOTION MADE TO ACCEPT NOTKIN, INC. TO DO THE FEASIBILITY STUDY FOR A COST OF \$3750 PLUS TAX. APPROVED 3-0

MVP BOARD OF DIRECTORS REGULAR MONTHLY MEETING FOR APRIL 1997

6. Senate Bill 682 was passed by the senate but held up in the House. House Bill 779 is not known what is happening on this bill.

7. By-Laws revision is in its final stages.

8. New Parking Decals have been ordered.

NEW BUSINESS: 1. Landscaping contract is due to expire in May. Bids are being accepted. Some homeowners say some areas are not as well kept as they use to be. Currently we are paying \$10,000 per month to Akamai Landscapers. Other companies are bidding \$1500 more per month.

MOTION MADE BY MR. DUKE TO EXTEND THE CURRENT CONTRACT FOR 3 MONTHS WITH MONTHLY EVALUATIONS BY MR. CUSTER TO THE BOARD ON THEIR PROGRESS TO IMPROVE THEIR SERVICE. APPROVED 3-0

2. Policy on Homeowner Volunteer work. Mr. Duke contacted Mr. Morris on advice and developed a policy and waver document as follows.

A. All volunteers who work at Makaha Valley Plantation do so of their own free will and with out the expectation of any compensation.

B. Volunteers must sign the following statement: I certify that I am volunteering my time to Makaha Valley Plantation with no expectation of compensation and of my own free will. I understand and agree that the AOA Makaha Valley Plantation shall not be held libel for any injuries I suffer while performing volunteer work for the Association.

Volunteers will be covered under workman's compensation at no cost to the Association.

MOTION MADE BY MR. DUKE TO ACCEPT THIS NEW POLICY. APPROVED 3-0

3. Architectural study on our water leaks is being proposed. We are continuing to have recurring leaks from our roofs and sidings and would like a permanent solution.

MOTION MADE BY MR. DUKE TO ALLOW THE MANAGER TO SEEK BIDS FROM ARCHITECTURAL FIRMS TO EVALUATE OUR WATER PROOFING PROBLEMS. APPROVED 3-0


OPEN DISCUSSION:

1. The Board is planning to have a management study to evaluate our operation for better efficiency.
2. Stairs are still being worked on with the worst ones being done first.

NEXT MEETING: Next meeting will be April 22, 1997.

ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS

MINUTES APPROVED AUGUST 26, 1997.


ALVIN P. SILVA
Secretary, BOD