

MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF MAKAHA VALLEY PLANTATION
TUESDAY, APRIL 27, 1999
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 7:05 p.m., by President Larrabee.

ESTABLISH A QUORUM

Members Present: Bette Larrabee
 David Duke
 Bobbie Castro

Members Absent: Alvin Silva

Members Excused: Dale Fajardo

Present by Invitation or as Guests: Peggy Hoots, Manager
 Jim Coupland, Hawaiiana Management Co., Ltd.
 Major Mesa, Burns International Security Company

HOMEOWNER'S FORUM

There were a variety of questions and comments from the following owners: Les Ray – 195A; Tina James – 159A, Greg Sokolowski – 122A and Coralie Hartwell - 126A. The Board answered their questions and suggestions were taken under advisement.

SECURITY REPORT

Major Mesa, Burns International Security, Inc., presented the statistics for March 1999. Nearly all categories showed an improvement over previous months. The Back Gate count averaged 65-100 cars in and out per night, on Mondays through Fridays. On Saturdays and Sundays the average was 100 plus. There was an average of 12 walk-ins per night. Major Mesa informed the board he would be leaving Burns International Security in three weeks for a job with Public Safety Corrections. He departed at 7:32 p.m.

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APPROVE MINUTES

There being no corrections or changes, the minutes of the February 25, 1999, Board meeting were approved as presented, following a motion to approve by Treasurer Duke, a second by Director Castro and a unanimous vote to approve.

There being no corrections or changes, the minutes of the March 13, 1999, Organizational meeting were approved as presented, following a motion to approve by Treasurer Duke, a second by Director Castro and a unanimous vote to approve.

TREASURER'S REPORT

- A. The Treasurer's Report was presented by Treasurer Duke. He stated the reserves were in excess of \$860,000.00 at the end of March 1999. There is another \$50,000.00 going into U.S. Treasury Bills. The percentage of maintenance fees collected in March was higher than February 1999 by 7%. The Treasurer's Report was accepted, subject to audit.
- B. Delinquency Report – The Delinquency Report was distributed prior to the meeting by the management executive. The discussion and action on this report was deferred to Executive Session.

MANAGEMENT EXECUTIVE REPORT

A copy of the management executive's report was distributed prior to the meeting. The report was covered in detail. A copy of this report is on file in the office of Hawaiiana Management Company, Ltd., and in the Association Office.

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 Company, Ltd.

The manager reported the following significant item:

- A. Backflow Preventers – Eight (8) backflow preventers were tested. Two failed the test, but have since been repaired.

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UNFINISHED BUSINESS

- A. Renovation Project – Director Castro moved to accept the Shiel Construction proposal for the Renovation Project at \$3.63 million. Treasurer Duke seconded the motion, and the motion passed unanimously.

Director Castro moved to ratify the agreed to Memo, dated April 24, 1999, to include the following additional projects to the Renovation Project: Paving additive, gutters and downspouts, 30 year Malarky roofing warranty rather than 35 year warranty, use the composite material in lieu of the 2" x 12"s, do the roofing and painting of the wash houses, cabanas, bathrooms and office at the end of the project and obtain a per unit cost to repair the lanai railings and decks. If there is any contingency money left, the first priority would be to address sub-metering for water and sewer. Treasurer Duke seconded the motion. The motion passed unanimously.

By unanimous consent of the Board, they approved the management executive communicating with Burns Security, on the possibility of bringing on board two (2) temporary maintenance people for a short time to help in preparing for the Renovation Project.

- B. Oceanic Cable Agreement – Treasurer Duke moved to ratify the Board telephone vote to accept the Oceanic Cable proposal to provide their "Basic" service package for \$4,718.97 per month. Director Castro seconded the motion and the motion passed. There will be no additional charge to install the cable upgrade and traps for each building.
- C. New Copier or New Maintenance Agreement – Deferred to the next Board meeting, at which time the Board also wished to address Leasing.
- D. BFI Agreement – The Board directed the management executive to find out if BFI would be agreeable to a three year, renewable annually agreement, based on performance. Deferred to next meeting.
- E. Appointment of Y2K Committee – Treasurer Duke moved to appoint Greg Sokoiewski, 122A, to chair the Y2K Committee and comply with the Guidelines presented him. Director Castro seconded the motion. The motion passed unanimously. Director Castro volunteered to also serve on the committee.

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UNFINISHED BUSINESS, Cont.

- F. Ratify Rental Unit for Engineering Forensics, Hawaii (ENF) – 74C – Treasurer Duke moved to ratify a telephone vote to approve ENF using 74C, at \$500.00 per month, during the Renovation Project, with the understanding the contract would be between ENF and the unit owner. Director Castro seconded the motion. The motion passed unanimously.

NEW BUSINESS

- A. Unit 133A Owner Request – The owner of 133A requested the Board provide handicapped accessible parking space closer to the entrance to 133A and renewing Dale Hubbard's previous request for handicap accessibility to the quiet pool and restrooms thereon. Attorney John Morris drafted a response to Mr. Hubbard's requests. Treasurer Duke moved to approve John Morris letter for the management executive to sign. Director Castro seconded the motion and the motion passed unanimously. The letter informed Mr. Hubbard the Association would see if there was short-term parking nearer their unit and they could construct, with their own money, Board approved accessibility to the Quiet Pool and it's restrooms.
- B. Sewer Line Replacement Near 122A – Director Castro moved to accept the Clean Sewer Lines proposal to remove and replace the sewer line near 122A for \$3,643.85 Treasurer Duke seconded the motion, which then passed unanimously.
- C. Heat Pump Maintenance Program – Two contractors submitted proposals to maintain the current heat pump system. Deferred.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:29 p.m., to discuss possible legal issues.

The Board reconvened to the Regular Board meeting at 8:49 p.m.

The results of the meeting were that the management executive would send letters to units 51A, 126A, 47B, 170A, 5A, 36A etc, 21C and 95C.

DATE, TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting of the Board of Directors will be held on May 25, 1999, at 7:00 p.m., Waianae Satellite City Hall.

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ADJOURNMENT

There being no further business, the meeting was adjourned at 8:52 p.m.

Submitted by:


Jim Coupland
Recording Secretary

Approved by:

Alvin Silva
Secretary