

MAKAHA VALLEY PLANTATION  
M I N U T E S

REGULAR MEETING of the BOARD OF DIRECTORS of the Association of  
Apartment Owners of MAKAHA VALLEY PLANTATION

DATE: Thursday, May 17, 1984

PLACE: Makaha Valley Plantation, 61A

PRESENT:  
President Hoolae Paoa, Vice President  
Frank Swan, Director Ron Melchin and  
Director Linda Powers

EXCUSED:  
Treasurer Rosemary Gordon, Assistant  
Treasurer Charles Houtchens and  
Secretary Gilbert Patterson

BY INVITATION:  
CMC Property Managers Lynn Shaffer and  
Anne Rust, Resident Manager Brian  
Grayling and Assistant Manager Wally  
Sevedra

CALL TO ORDER:  
Having a quorum present, President  
Hoolae Paoa called the meeting to  
order at 2:00 P.M.

MINUTES:

It was the general consensus of the Board to approve the minutes  
as circulated of the following meetings:

- Regular meeting on February 2, 1984
- Special meeting on March 15, 1984 at 6:30 P.M.
- Special meeting on March 15, 1984 at 8:40 P.M.
- Adjournment of special meeting on March 20, 1984
- Regular meeting on March 29, 1984
- Special meeting on March 29, 1984
- Special meeting on April 5, 1984
- Regular meeting on April 19, 1984
- Adjournment of March 29 meeting on April 28, 1984
- Special meeting on April 28, 1984

CORRESPONDENCE:

1. Unit owner Helen Hammond wrote to inform the Board that AIV  
has been behind in payment of its maintenance fees and that the  
Board should act to remedy the situation. It was noted by a  
Board member that much of the information quoted in Mrs.  
Hammond's printout was not accurate. President Paoa reassured  
the Board that fees due from United Resorts would be paid  
shortly.

2. Steve Glanstein of Management Information Consultants wrote  
to thank the Board for his serving as parliamentarian at the  
annual meeting and answered several questions that had been put  
to him regarding parliamentary procedure.

COMMITTEE REPORTS

A. Grounds and Architectural. Attached to these minutes and  
becoming a part hereof is a report from the Grounds and  
Architectural Committee dated May 7, 1984 which was referred for  
discussion under New Business and motioned for approval by  
Chairman Swan.

B. Rules, Administration and Security Committee. Chairman  
Powers recommended that the Resident Manager should be made  
responsible for operating within a budget rather than seeking  
item by item permission, that the on-site management team should  
report cost-cutting measures that can be implemented, and that  
the security guards should be given positive reinforcement.  
Attached to these minutes and becoming a part hereof is a report  
from Resident Manager Grayling detailing several cost-cutting  
measures. These items were referred to New Business for  
discussion.

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RESIDENT MANAGERS' REPORTS:

Attached to these minutes and becoming a part hereof are the Resident Managers' Reports. The item requiring Board approval was referred to New Business for discussion. The managers were instructed to investigate and remedy the problems with the Enterphone system.

UNFINISHED BUSINESS:

A. Certified Management.

1. Letter from Stanley Mah. Attached to these minutes and becoming a part hereof is a letter from Stanley Mah regarding items that the Board wished turned over to it from Certified Management.

1. Financial Data. Mrs. Shaffer and Mrs. Rust reported that 15 checks are still outstanding with no documentation showing how they were spent, and that our old account with Bank of Hawaii has about \$25 in it, which is probably interest.

2. Delinquencies and Collections. Mrs. Rust reported that Wayne Spencer had turned over most of the collection files to her. For those accounts in foreclosure or in title proceedings, she stated that he wanted a substitution of attorney. She noted that she found several instances where Mr. Spencer charged for a lien although it was never filed and that she is seeking reimbursement.

3. Board action on the above was deferred until an audit has been completed.

B. Current Status. Mrs. Rust stated that as of this day Makaha Valley Plantation has about \$62,000 in its Central Pacific Bank account. During further discussion Mrs. Rust said that CMC's policy with regard to reserve accounts was to establish 5 to make sure all monies are accounted for properly.

C. Holiday Country Club. Following the Board's walk-through of the proposed project with Mr. Eddie Yee and discussion with him concerning his need for Makaha Valley Plantation's cooperation in order to get his project going, it was the general consensus of the Board that a letter be drafted to him from the Board stating that in return for 2/3 of the lease rents, Makaha Valley Plantation would allow ingress and egress through Makaha Valley Plantation's front gate to occupants of Holiday Country Club until phase 2 of the project is completed or the end of one year, whichever comes first. Furthermore, pending a legal opinion, the Board agreed to allow HCC the use of a small piece of land currently being encroached on by one HCC building in exchange for Makaha Valley Plantation's retaining use of 6 parking stalls on HCC land. CMC was instructed to draft a newsletter to the Association members detailing the Board's actions.

NEW BUSINESS:

A. Grounds and Architectural Report and Resident Manager's Report. Because of the damage being caused by children kicking out the metal bars to gain access to the family pool, Chairman Swan recommended that the Board authorize replacement of that section of fence with a rock wall at a cost of approximately \$300. It was the general consensus of the Board that this action should be taken.

B. Appointment of Secretary. Due to the anticipated protracted absence of Secretary Patterson, it was the consensus of the Board that Director Linda Powers be made Secretary.

C. Resignation of Resident Manager. Brian Grayling tendered his resignation effective July 1, 1984. By consensus and with regret the Board accepted it.

NEXT MEETING:

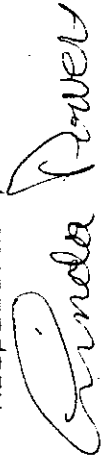
The next meeting of the Board of Directors will be held on July 28, 1984 at 10:00 A.M. in the conference room at CMC's offices.

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ADJOURNMENT:

Having no further business to review  
and hearing no objections, President  
Paoa adjourned the meeting at 6:30  
P.M.

Respectfully submitted,



LINDA POWERS  
Secretary  
Board of Directors

cc: Board of Directors  
Minutes File  
Resident Manager

