

MINUTES OF THE BOARD OF DIRECTORS' MEETING
MAKAHA VALLEY PLANTATION
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TREASURER'S REPORT

- A. The Treasurer's Report was made by Treasurer Duke. We continue to build Reserves. We will have to take some money out of Reserves to pay on the Renovation Project. The report was accepted, subjected to audit.
- B. Delinquency Report – The Delinquency Report was distributed prior to the meeting by the Management Executive. Action deferred to Executive Session.

MANAGEMENT EXECUTIVE'S REPORT

The Attorney is still working the drain pipes ownership issue. He is missing a number of recorded easements. If they are not found or even recorded, the Association may be found to be responsible for these pipes. All other parts of this Report will be covered under the Agenda items.

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.

UNFINISHED BUSINESS

- A. Washer/Dryer Agreement – Proposals – Four proposals were submitted. The top two proposals, TW Systems and Web, were analyzed in detail. Director Castro moved to accept the Web #1 proposal, upon clarification of when the \$113,000.00 up front money comes, Web provides the monthly check within two weeks of counting the money and they use generally accepted accounting principles. Vice President Sokolowski seconded the motion. The motion passed unanimously.
- B. Oceanic Cable – All installations are completed.
- C. Expansion of Office – Manager Hoots provided the Board an estimate of \$1,175.00 for materials. It is expected to take 64 man-hours to complete, not to include cooling of the area. Treasurer Duke moved to approve the expansion of the office, with the work being done by the Burns carpenters. Director Castro seconded the motion, which then passed unanimously. The manager was directed to investigate cooling options.

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- D. Select Rental Agent – Director Castro moved to select Foster's Realty. Vice President Sokolowski seconded the motion. The motion passed unanimously.
1. Require Use of Rent Check – Treasurer Duke proposed that the agent/owner of a unit must obtain a successful Rent Check and have that in the office before a tenant can move in. He will check this issue with the Association Attorney.
- E. Parking Lot Light Change-Outs – As a test, the Manager was directed to obtain and install some mini fluorescent lights along the main drive. Secretary Silva will then be able to evaluate the situation, since he has been working the lighting the past few years.

NEW BUSINESS

- A. Large Tree Trimming – Deferred until Rick Quinn arrives.
- B. Quiet Pool – Kiddie Pool Resurface – Deferred until next meeting.
- C. Watering of Plants/Grass – Deferred until late in meeting.
- D. Grounds/Maintenance Contract – Cancel? – President Larrabee moved to terminate the services of Akamai Landscaping by giving them 30 days notice. Director Castro seconded the motion. The motion passed unanimously.

Burns Security submitted a proposal to replace Akamai on a temporary basis. They would use 4½ persons per week at 180 hours per week. Their proposal would require the Association to pay \$1,884.55 up front to purchase the necessary equipment. The monthly savings vs. Akamai would be \$845.00. Although the Board was in agreement with using Burns, they want a job description of the employees first.

The Board took a recess at 8:02 p.m. – 8:08 p.m., while waiting for Rick Quinn to arrive.

UNFINISHED BUSINESS, Cont.

- F. Vegetation Design for 757 Area – Rick Quinn Submittal – Rick Quinn, Landscape Architect, began his presentation at 8:09 p.m. He produced color drawings of what he planned for the area. He plans to use a 3 feet gravel boarder around most of the buildings. After reviewing his plan in detail, the Board asked him to provide some palm tree options to replace some coconut trees. The Board asked him about trimming trees, but he suggested the Board contact an Arborist. Treasurer Duke moved to authorize Mr. Quinn to proceed with his irrigation and vegetation plans and to provide them to the Board by Friday, June 2, 2000. Director Castro seconded the motion. The motion passed unanimously. Rick Quinn departed at 8:35 p.m.
- G. Renovation Project Status – Engineering Forensics – Jeff Smith briefed that as of April 30, 2000, the contract was complete, except for the punchlist items. All punchlists have been turned in to Shioi Construction. By unanimous consent, the Board agreed the project had reached the point of Substantial Completion.
1. Downspout Extensions – Following a short presentation and a recommendation from Shioi and Engineering Forensics, Hawaii not to continue to extend the downspouts. Director Castro moved to eliminate the downspout extension. Vice President Sokolowski seconded the motion and the motion passed unanimously.
 2. Wash House Redesign Status – Engineering Forensics – Jeff Smith provided two complete sets of drawing on the Wash House Renovation, after which the Board reviewed them in detail.

Treasurer Duke asked the Management Executive to determine whether the Association would qualify for the HECO rebate if heat pumps were installed. He was also directed to investigate a leasing plan for new heat pumps. Treasurer Duke asked if there was an owner vote required to lease the heat pumps. The Management Executive will investigate all these areas.

Director Castro moved to approve Engineering Forensics Hawaii providing bid services to permit bidding by a new contractor at an additional \$4,800.00. Vice President Sokolowski seconded the motion. The motion passed unanimously.

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3. Completion of Payment for Shioi's #9 Invoice – Director Castro moved to pay off the balance of the amount due Shioi Construction from their #9 invoice, out of reserves. Vice President Sokolowski seconded the motion, which passed unanimously.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:55 p.m., to discuss possible legal matters.

The Board reconvened to the Regular Board meeting at 9:09 p.m.

The results of the Executive Session are as follows:

1. Unit 172A – Citation Waiver Appeal – Disapproved.
2. Unit 182A – Rebuttal for written citation. The rebuttal was disapproved.
3. Unit 186A – Upon review of Mr. Hatt's letter, the Board voted to have him pay the \$136.78.

DATE, TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting of the Board of Directors will be held on Tuesday, June 27, 2000, at 7:00 p.m., Waianae Satellite City Hall.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:10 p.m.

Submitted by:


Jim Coupland
Recording Secretary

Approved by:


Alvin Silva
Secretary