

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF MAKAHA VALLEY PLANTATION
May 25, 2005
MAKAHA Valley Plantation-Kiana Cabana**

RENTAL RESIDENT REPORT

Ms. Lou Johnson, representative for lessees, was welcomed and introduced by the Chair. Ms. Johnson reported that residents had issues with the current security staff, cleanliness of stairs, a suggestion for a playground, recommended the rear gate be keyed for resident use, reported complaints of unsupervised minors at pools, residents entering through locked pool gates by pulling up on the gate and dirty pool tiles. Ms. Johnson announced that the next rental resident meeting will be held on June 11, 10: a.m., Ala Mahiku pool cabana.

OWNER'S FORUM

At 6:45 p.m., the owners present were allowed to voice their concerns. Owner's forum was closed at 7:25 p.m.

CALL TO ORDER

The regularly, scheduled meeting of the Makaha Valley Plantation Board of Directors was called to order at 7:02 p.m. by the Chair, President Monty Glover.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Monty Glover Bob Cunningham
 Bobbie Castro Frank Mead
 Marjorie Collier Jim Sherman

Members Excused: Greg Sokolowski

By Invitation. John Martinez, AKAL Security
 Otis King, General Manager, Shirley Landford, Administrative Assistant
 Sheryl Brown, CMCA®, Sr. Mgmt. Exec., Hawaiiana Management Co.

Approve Agenda

The agenda was adopted by unanimous consent.

APPROVAL OF MINUTES

The minutes of the April 27, 2005 regular Board meeting were approved as presented.

REPORTS

A. Security. AKAL Security Supervisor Martinez provided a verbal report to the board, covering the following issues:

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1. Canines on Property – Humane Society does not respond to pick up.
2. Security Staff Reports – At the suggestion of the SME, AKAL staff are now writing their reports in pool areas and will begin posting at various areas of the property to do same.
3. Unaccompanied Minors & Smokers at Pool – Mr. Martinez reported this is a continuing problem that is difficult to control.

B. Treasurer

1. Financial Statement for April 2005 – Presented. The board unanimously accepted the April 2005 financial statement subject to audit.
2. Delinquent Accounts – Deferred to executive session.

C. General Manager's Report. – presented. The following issues were discussed:

- a. Picnic Area Grills – Three completed to date.
- b. Staff T-Shirts – Ready for pick up.
- c. Guard Shack computer – Hardware ordered.
- d. Water leaks – The GM reported that maintenance lead Kelii Harris installed isolation valves as needed throughout the property, tested for the water leak of 11 gal per minute but leak was detected. Tabled
- e. Entry sign – Deferred.
- f. Maintenance Building – Deferred pending bid for additional container and the cost to relocate the existing one if possible as shown on the drawings submitted by Unit Owner 103A, Mr. Jeffrey Waddington.
- g. Monkey Pod Tree – Director Collier moved to allot up to \$2600 to remove a diseased monkey pod tree. The motion unanimously passed.

D. Committees

- (a) Security - Director Cunningham reported for the Chair, Martha Reamey, that no one attended the meeting.

1. Gate Arms – Director Glover moved to approve up to \$19,000 to install two new gate arms and a reader at the guard shack. The motion unanimously passed.

- (b) Grounds - Committee Chair Mead reported the staff now seem to have an understanding of landscape maintenance and requested that mowing continue weekly. Director Collier recommended an annual contract for all tree trimming; the board instructed the RM to obtain bids. The Chair noted that Sentricon bait stations had been damaged by the contractor installing the sub-meter irrigation systems and should pay for repairs; GM will follow up. The GM reported he would be meeting with Diversified to address areas not having bait stations.

- (c) Documents (formerly House Rules) – The SME reported the house rules were being printed. The SME distributed information from HRS 514A regarding board resolutions, recommending that the members address specific issues, such as delinquent account collection procedures, responsibility for water damage, insurance deductibles etc, by resolution adoption.

- (d) Personnel - Deferred to executive session.

- (e) Budget & Finance – There was no report.
- (f) Communications – Director Collier moved to approve a bid in the amount of \$500 to create a new association website to be maintained and administered by Dale Palileo. The motion unanimously passed.
- (g) Tenant Communications – Director Mead had nothing further to report. The Chair stated he would assume the role as board liaison for the committee during Director Mead's absence from the state.
- (h) Paving Committee – Director Mead reported that any issues of concern had been resolved and that a 10% retainer for each phase with no initial deposit for the work had been agreed between the contractor and committee. Director Mead moved to amend contract as stated. The motion unanimously passed.

UNFINISHED BUSINESS

- A. Amendment to Confirm Number of Directors/Restatement of Docs – Deferred. The SME was instructed to email a new list to the board of those owners that have not responded and the GM to redistribute the owner phone number contact list.
- B. Structural Investigation for Water Intrusion (Smith Hawaii) – The SME reported that an inspection schedule would be forwarded to the board pending the structural engineer's return to Oahu.
- C. Sub-metering & Irrigation – The GM reported that the project would soon be completed.

NEW BUSINESS

- A. Owner Correspondence - – Deferred to executive session.
- B. Firebreaks – The board instructed the SME to send letters to the owners of the property across the street and on the neighboring sides of Makaha Valley Plantation advising that the high brush poses a dangerous potential fire hazard, request the high brush be cut down and a fire break barrier be installed. Director Sokolowski was asked by the board to furnish the SME with the property owner names and addresses.

EXECUTIVE SESSION

The board entered executive session at 7:48 p.m. and reconvened into regular session at 8:15 p.m.

RATIFICATION OF ACTIONS TAKEN DURING EXECUTIVE SESSION

The board unanimously ratified the following actions:

- A. Owner Request for Waiver of Fines – As requested by the owner during the 2004 annual meeting, the board unanimously agreed to waive all late fees from the date of that meeting to present, and half of all assessed fines.

- B. Egging Incident of Owner Unit and Building Stairwell – The board instructed that a letter be sent to the owner of the unit of the offending residents, notifying same that the owner must pay for all damages including cleanup and replacement or cleaning of an umbrella.
- C. Recycling - The board unanimously agreed to deny the owner's request for installation of recycle waste cans at the mailbox areas.
- D. Miscellaneous Personnel Instructions – The Board provided the following directives to the GM:
- (1) Re-install garden hoses for all water faucets at each building, as the board had unanimously agreed to reverse their previous decision to have them removed.
 - (2) Install fly traps at both pools.
 - (3) By-Law/Declaration Amendment(s) – The board requested that the association attorney draft an amendment for the installation of window air conditioners other than the ones now allowed, with the requirement for installation of an a/c cover (to be constructed and installed by the maintenance staff).
 - (4) Have the HECO main meters and association electrical plans and/or equipment checked to determine the load capabilities for owner apartment a/c installations.
 - (5) Redirect the pool cameras to focus view of the pools to enhance recorded images for potential identification of perpetrators, vandals, and those residents not abiding by pool rules or utilizing appropriate swimming attire, including swim diapers for all incontinent pool users.

NEXT MEETING

The next regularly scheduled Board of Directors meeting will be held on Wednesday, June 22, 2005, 6:30 p.m. at the Kiana Cabana on site.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 8:47 p.m.

Submitted by:

Hawaiiana Management Company
Agent for Makaha Valley Plantation
Sheryl Brown, CMCA®
Senior Management Executive,
Hawaiiana Management Company, Ltd.
Recording Secretary



Marjorie Collier

Secretary, Board of Directors
AOAO Makaha Valley Plantation