

ASSOCIATION OF APARTMENT OWNERS - MAKAHA VALLEY PLANTATION

MINUTES - Board of Directors Meeting

Date: June 20, 1989

Place: Waianae Public Library

Present: Charles Houtchens, Charles Loomis, Blythe Thomas, Loretta McDaniel

Excused: Tom Youngblood

By Invitation: John Ramsey, and Stanley Lizama, Property Managers, Hawaiiana Management Co.; Henry Vincent III, Jardina, Emmet & Chandler Hawaii Inc.; Walter Savedra, Resident Manager; James Morrow-Security Captain; Doris Stone-37A; Betty Thomas-181A; Alicene Dougherty-184B; M/M Floyd Smith-34A; Sandy Grant-192A; Tom Powers-88A; John Kauffman-127A; Jim Jonnsen-210; Ron Melchin-61A; William Halfacre-49A; Irene Houtchens-47A; Henry McDaniel-182A; Tyrone Ayala-168C.

A quorum being present, President Charles Houtchens called the meeting to order at 7:00 PM.

Mr. Houtchens introduced Mr. Vincent and Captain Morrow to the members.

Mr. Ramsey advised that he was returning to the Mainland and would be leaving Hawaiiana Management and also as our Property Manager on June 30. He introduced Stanley Lizama, who will be taking over his position.

With no objections, the Minutes of the Meeting of May 16 were approved as distributed.

Mr. Houtchens advised he would change the agenda in order to permit Mr. Vincent to leave as soon as possible. Mr. Vincent outlined our new insurance policy, which came into effect June 18. Mr. Vincent advised that our premium was approximately \$31,000 lower this year than last. His report is attached as part of these Minutes.

Correspondence:

Ashford & Whiston-Attorneys for Ernest H. Hui & Kara K. Hui, owners of some of the leased fee interest at MVP. To New Business.

Mrs. Denise Hall - Unit 172A re noise in her area. To New Business

DREN&N - re Hale Holoika. To Unfinished Business

DREN&N/Downs - Letter from Mr. Jeffrey Downs re theft of his automobile from MVP premises while visiting a friend and requesting AGAO MVP pay for his automobile. Letter to Mr. Downs from Ms Nakatani of DREN&N,

advising him that all requirements of MVP Staff had been done and denying him any compensation.

Letter from Dahu Refuse Co., advising that due to increased costs they would be increasing their charges to MVP by \$832.76 per month effective July 1, 1989. To New Business

Letter from MVP to Guy Hogue, President, Akahi Services (Landscapers). To New Business

Letter from Security Captain Morrow - read to show Board Members that Captain Morrow was following up on his notice to his Staff. Guideline letter only.

Petition from several residents re unnecessary noise, threats, language, etc., by residents of unit 121B. To New Business

Letter from Intco - Lorraine M. Taki re hot water problem Unit 85A, Ms Helen Widlacki. To New Business.

Officers Reports

Report from President Houtchens is attached as part of these Minutes.

Report from Vice-President Loomis that he was celebrating his birthday on this date.

Report from Secretary Thomas is attached as part of these Minutes.

Report of Treasurer McDaniel is attached as part of these Minutes.

Property Managers Report

Mr. Ramsey advised that the Insurance Premium for the Workman's Compensation Insurance was paid on June 18. He also reported delinquencies were up slightly from last month.

Resident Manager's Report

Mr. Savedra's report is attached as part of these Minutes.

Committee Reports

Research Committee Report was read by Secretary Thomas as M/M Weber and vacationing - attached as part of these Minutes.

Unfinished Business

Revealing Parking Lots - Two bids received - two more to come in - tabled until remainder of bids received.

visitors Insurance - Captain Morrow reported that he agreed whole-heartedly on requiring visitors to show their no-fault insurance card, excepting for rental vehicles which will be required to show their rental agreements. Captain Morrow advised that he did not foresee any problems. Motion by Mr. Loomis that any vehicle entering Makana Valley Plantation must show evidence of insurance or rental vehicle contract.

Carried unanimously.

Personnel Requirements - Mr. Houtchens advised that at the last meeting it had been brought to the Board's attention that these had not been made available to the owners. These will be attached to these Minutes.

Hale Molokai - Motion by Charles Loomis that our Attorney should pursue this matter. Carried unanimously.

Pool Furniture - Ratified telephone vote re purchase of pool furniture.

New Business

Newsletter - completed and ready for distribution - all members agreed to distribution. Also agreed that the Newsletter should be sent to all tenants, without the Financial Statement, and the Secretary will supply the labels for these.

Roto-Rooter - Two trees causing problems in Sewage system - requires visit from Dr. Rooter every month to clean out roots - trees are too beautiful to cut down - suggested possible purchase of a rooter to permit our staff to do the clearing themselves. Tabled to next meeting.

Maintenance Building - Loretta McDaniel asked what was in the sheds with locks on the door and chicken wire around the top. It was recommended that any items in the shed which was junk should be removed as soon as possible.

Boats & Trailers - One homeowner was allowed to park his trailer and boat in one of our rental parking spaces, although we were having a serious problem finding parking spaces for cars. Tabled to next meeting, until research done by Floyd Smith as to whether this is already covered by a previous board.

Aenford & Whiston - Motion by Blythe Thomas that Makaha Valley Plantation waive its rights to right of first refusal in purchase of leasehold land. Carried unanimously.

Mrs. Denise Hall - Captain Morrow said he had already talked with Mrs. Hall, and had asked his staff to try to watch this area more closely.

Letter to Mr. Hogue at Akahi Services - Mr. Hogue met with Mr. Houtchens and Mr. Thomas and agreed that service would improve.

Petition from various tenants - to be checked further - tabled to next meeting.

Letter from Intco re Ms Widiacki - Unit 55A - recommend that Maintenance try to make an appointment with Ms Widiacki and install a restrictor in her smokerhead.

With no further business, the President asked the members to excuse the Board for Executive Session to discuss on-going litigation and personnel problems at 8:35 pm.

MAKAHA VALLEY PLANTATION - MEETING REPORTS

JUNE 20, 1989

REPORT OF THE PRESIDENT

About a week ago, I met with Wadsley and Joanne Abihai, Managers of Hale Moloiokeai. I had a long conversation with Wadsley Abihai regarding the ownership of the six parking stalls in front of Hale Moloiokeai, and he did not appear too convinced that Makaha Valley Plantation was the owner. He called his wife who, after another conversation and her checking the property plan, agreed that there would be no problems as far as they were concerned.

Regarding the paint contract with Color Dynamics, I had asked Mr. Ramsey to hold the final payment of approximately \$24,000 until such time as Color Dynamics came out to the Plantation to check some problems which I had reported to them several weeks ago. I was assured someone would check this past weekend, but no one showed up. I was advised today that they will be out next Saturday, July 1st. If these problems are taken care of, the payment will then be released.

We were also succesful in having a meeting with Al Andrews, Manager of Web Service Co., who furnish our washers and dryers. We were somewhat concerned that there could be an increase in utility rates without any protection for us. Mr. Andrews was very helpful in renegotiating this contract so that we now will receive an increase to 75% in excess of \$2.83 per day for each unit. Up to that point we receive 55%, so that means we will get an additional 20% above that figure.

On April 23rd, Emerald Souza, our new girl in the office located approximately \$6000 in checks which had not been deposited. Today, she found three more checks, one of which was staledated. These were for smoke alarms. We are extremely pleased with Mrs. Souza's diligence.

Charles Houtchens, President.

REPORT OF THE SECRETARY

On the completion of the school year, we suddenly had a huge influx of children walking, running, riding and playing all over the common elements. Betty and I were on our way out and as I approached the 687-688 area, a young boy, riding a bicycle, cut directly in front of my car. Fortunately, I was able to stop. I insisted that he take me to his unit, which he did, by way of all the back roads he could find. His father answered the door, and I told him what had happened. His father asked him where he got the bike - indicating that his father didn't know. The father thanked me and closed the door. I made a report to Security and asked them to have the parents issued a citation, which was done. We immediately put up signs at all laundromats and pools advising parents that all children under 17 years must be supervised at all times in accordance with our House Rules. Security has been advised to ensure

that this rule is strictly enforced. So far, there has been a marked improvement, but there are those who sneak around behind the backs of the Security Officers.

You will probably note the Pool Furniture which has now been distributed to both pools. We have received nothing but compliments on this furniture. Thanks to Mrs. Grant, who, while visiting Inter-Island Furniture noted the lounges and chairs and notified Mrs. McDaniel. Mrs. McDaniel immediately checked them out and notified Mr. Houtchens and myself. We visited the warehouse, talked "deal" with the owner, confirmed the purchase with Mr. Loomis and tried to contact Mr. Youngblood, without success. These lounges and chairs were from the Ilikai Hotel, and we had them delivered on Friday, June 16th, shortly after lunch. There are 50 lounges, 25 chairs and 6 cocktail tables, and with the tax and delivery charges, they will cost each owner just a few cents over \$4.00. This furniture had been in storage, and together with the suntan oil, etc., left over from the Ilikai, it was quite dirty. Betty and I went along down to the car wash, where, along with the Maintenance Staff, we washed down every piece. Assisted by Charles and Wally, we distributed this furniture to the two pool areas by 5 PM. The old cheap lounges were removed at the same time (the few that were left).

Thanks go to all those mentioned above, but most of all, I find that we are eager to blame our staff when something goes wrong. Therefore, in this report, I want to personally thank Elizabeth Messiona, Wilfred Lopes, Paul Bailey, Wanney Hanamaikai and Wylie Ha'o. These people worked very hard to ensure that this furniture was clean and ready to go immediately, even foregoing their break. I guess I should also thank Betty - she's still stiff and sore. At any rate, please check out the pools and see the furniture.

W. Blythe Thomas, Secretary.

REPORT OF THE TREASURER

May 1989

Total May Revenues	\$ 111496.88
Total May Expenses	104487.81
Total May Surplus	7009.07
Note: Expenses include \$24207.78 payment for the Paint Contract.	
Total Reserves end of May 1989	115847.71

Loretta McDaniel, Treasurer.

REPORT OF RESIDENT MANAGER

1. Lanai Leakage

As of this date, June 20, 1989, a total of 156 lanais have been repaired to prevent further damage due to leakage from rainwater. There are 6 more lanais to be repaired. Also, I would like to take this time to thank my maintenance staff for a job well done in repairing those lanais.

2. Chaise Lounges
MAHALO to the Board of Directors

In the purchasing of chaise lounges for the adult pool and family pool - once again, thank you.

3. Congratulatory

As of April, Emerald Souza is the Administrative Assistant. We would also like to congratulate and welcome our new part time assistant, Savina Clark.

And MAHALO to Mr. & Mrs. Blythe Thomas & Maintenance Staff for their effort in the cleaning of the chaise lounges. Once again, thank you.

4. Humane Society

Has already collected 11 cats and 2 dogs on property as of June 20, 1989.

Wally Saveona, Resident Manager.

RESEARCH COMMITTEE REPORT

1. The following contractors have been contacted in regard to repairs, resurfacing, and/or sealcoat on any or all portions of existing black top in Makaha Valley Plantation. Results as of June 6, are as follows:

A) Seal Masters of Hawaii

Estimate in the hands of the Board of Directors.

B) Ala Kona Corporation

Representatives have checked asphalt, and estimate is being prepared.

C) Hawaii Seal Coat

Same as Ala Kona Corporation.

D) Inter Island Black Magic Seal Inc.

Estimate in the hands of the Board of Directors.

2. Entry Control Interphone

Made contact with Hawaiian Tel Representative, Chris McMullen. She will do site survey and follow-up with details on up-dating, etc. the existing equipment.

When questioned if they charged for service on the existing system as reported by the Resident Manager, I was told that they do NOT as it is part of the contract...possibly a check of past charges is in order.

3. THE BUS
Contacted MTL Incorporated - girl advises the last Route 75 Shuttle Bus leaves the Sneraton Makaha at approximately 7:20 PM, and heads directly to the barn. That's it !!!
4. Public Telephones
Joe Soares of Hawaiian Tel inspected the premises on May 31. After a lengthy discussion, it seems quite feasible to instal pay telephones at the Adult and Family pool sites where they were originally installed. It is felt that this will provide access to 911 in case of an accident in the pool areas, as well as giving better public telephone service to the nearby units. We are advised that there will be no charge to Makaha Valley Plantation for these phones.

Clifford and Margaret Weber,
Research Committee.

PERSONNEL REQUIREMENTS

May 1989

<u>Position</u>	<u>Requirements</u>
Resident Manager	1
General Office Help	1-1/2
Janitorial	2
Janitorial On-Call	1
Maintenance Supervisor	1
Maintenance Staff	4
Security Captain	1
Security Sergeants	4
Security Officers	6
Security On-Call	2

Total Staff 23-1/2

End of Reports - June 1989.