

ASSOCIATION OF APARTMENT OWNERS  
MAKAHA VALLEY PLANTATION

MINUTES - Board of Directors Meeting

Date: June 26, 1990.

Place: Makua Room, Sheraton Makaha Resort

Present: Charles Houtchens, Blythe Thomas, Loretta McDaniel,  
Sandy Grant

Excused Tom Youngblood

By Invitation: Marie Calder-Clayton, Management Executive, Hawaiiana  
Management Co.; Ron Wallwork, Resident Manager; Emerald  
Souza, Assistant Manager; James Morrow, Director of  
Security; Betty Thomas-181A; M/M Owen Finsted-84A; Kim  
Moore-160A; Stephen Waud-19C.

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

The Minutes of the meeting of May 22 were approved unanimously.

Correspondence

1) Larrabee-50A - Mrs. Larrabee's letter expressed her concerns and recommendations regarding some of the problems at the Quiet Pool. Mr. Houtchens expressed his thanks for this letter, stating that it is only by the input of the residents that we can sometimes know problems.

2) McClure-99C - Captain Morrow advised that Mrs. McClure does not notify Security, but complains afterward, and since Security does not witness these problems, they can do little. Mr. Morrow and Mr. Wallwork will go to see Mrs. McClure, and ask her to call Security when problems occur so that they can confirm these problems.

3) Skybrock-25B - Mr. Skybrock made nice comments on the work being done by the Board. He suggested something, such as stair treads, might be done to stop some of the wear-out on the stairs. Mr. Houtchens extended the Board's appreciation for the comments and advised that the stair treads would be taken into consideration.

4) Houtchens to Crabbe - Mr. Houtchens wrote a letter to Ms. Leona Crabbe of HUD. He expressed his own deep concerns, as well as those of some of the residents regarding children at the Quiet Pool. Copies were sent to Senators Inouye and Akaka, Representative Saiki, and to the Speakers of the House and Senate in Washington. Senator Inouye's office had responded advising the letter would be forwarded to him in Washington.

Secretary Thomas read two letters not on the agenda - one from Ms Calder-Clayton to Jardine Insurance Brokers, thanking them for their quote and advising that the Association had decided on another carrier this year. He also read a very nice "Thank-You" note from Mrs. Calder-Clayton, thanking the Association for its gift on her recent wedding.

Reports

Reports of President Houtchens, Treasurer McDaniel, Resident Manager Wallwork and Security Director Morrow are attached.

## Committee Reports

None of the Committee Chairmen were in attendance.

## Unfinished Business

- 1) Disturbances - Ratified telephone vote to go ahead with issuing a fine of \$50.00 for the first disturbance by a tenant requiring calling HPD. Fines can go higher for additional disturbances. (Held over from May 1990 meeting - our attorney agreed this was legal).
- 2) Erosion 163-164 - this is covered in Mr. Wallwork's report.
- 3) Ratify Insurance - Ratified telephone vote to accept Insurance Factors quote for insurance for the 1990-1991 year.

## New Business

- 1) Accident-Free Days - Due to a minor reportable accident in May, there was no drawing held.
- 2) Coconut Trees - Ratified telephone vote for cutting of coconut trees - presently being completed.
- 3) Landscape Maintenance - Three bids were received for landscaping for the coming year - Akahi Services (our present landscaper), Akamai Landscaping and Back to Eden Landscaping. A long discussion took place, as quotes ran from \$7235.00 per month to \$9675.00 per month. It was agreed to continue with our present landscaper on a month-to-month basis for a couple of months to see if we can get an improvement.
- 4) Limit Organized Parties on Weekends - Captain Morrow had reported that on one recent holiday weekend it had been impossible to maintain order at the Quiet Pool due to a large influx of tenants and guests at the pool, along with a large organized party. It was recommended that we limit organized parties to Monday to Thursday, excluding holidays. Moved by Blythe Thomas that we limit organized parties on Friday nights, Saturdays, Sundays and Holidays due to too much congestion at the cabanas causing too many problems. Carried by 3 to 1 margin, with Mrs. McDaniel opposing.
- 5) Summer Help - Moved by President Houtchens that we hire two persons to assist with such items as erosion, step-painting, etc. for months of July and August. Passed unanimously.
- 6) Cabanas Reservations - Moved by President Houtchens that both barbeque grills should be included in the cabana reservations and that signs should be erected advising when reservations are for (grills not to be included if cabana being used strictly for a meeting). Passed unanimously.
- 7) Arc Welder - It was agreed that Resident Manager Wallwork should check out prices for an arc welder and report to the President who will arrange a telephone vote, so that the welder might be purchased and used before the next meeting.

The next meeting of the Board is scheduled for the Makua Room at the Sheraton Makaha Resort & Country Club at 7:00 PM on Tuesday, July 24, 1990.

The Board went into Executive Session at 8:46 PM, to discuss on-going litigation and personnell matters.

The Meeting resumed at 10:00 PM.

The Meeting adjourned at 10:01 PM.

### PRESIDENT'S REPORT - JUNE 1990

As most of you are aware, this Board of Directors voted several weeks ago to purchase a condominium for the Resident Manager. It was strictly a vote to go out and look. We are presently renting Unit 45-A and it is very convenient to the Office. We had asked Melchin Realty to find out if it was for sale. It took some time for the owners who are Canadians to respond, and they did not wish to sell at this time. This, of course, puts us back to Square-1.

Several months ago, the Board voted on a contractor and price for resealing each area. In this way, we can call the contractor in as we accumulate enough money to cover a certain section. On Thursday, June 14th, the contractor called to say he had a cancellation on another job, and would give us a small discount if we would consider doing one area. On Monday the 18th of June, resealing of the parking lot of 755 area was started and completed on Thursday the 21st. The completed job looks very nice.

Ratification of selection of the insurance carrier for this coming year will be done later in this meeting. Although the quoted rate by Jardine Insurance Brokers was slightly lower, it was decided to go with Insurance Factors on the advice of our Management Executive. We had heard that there may be some in-house problems at Jardine. At any rate, we are hoping to have Mr. Horner with us at our next meeting on July 24th. If any of you have any questions, please write them down and attend the meeting.

Some of you may have noticed that we had our coconut trees trimmed again. It's only been eleven months, but since we've had some reported damages on cars, we decided that we might better get them done now. We were fortunate to get the same crew and the only difference in price will be the cost of delivering the trimmings to the dump, due to the increase imposed by the city. As far as we know, there have been no insurance claims, and our tree trimmer advises that we should have the trees done every six months. We do feel that this would be a bit too expensive.

I would like to personally thank our Resident Manager and our Maintenance Staff for finally getting the lights working illuminating the group of posts at the Front Entrance, and also for the arrangement of the flags, which is really appreciated. I personally have been trying for about eight years to get some of our employees to find out what was wrong with the lights and get them working. I have heard every kind of excuse that you can imagine from almost every one who ever worked here. Thanks again, Ron, Paul, Hana, Wylie and Moke. It really looks great.

Charles Houtchens, President.

TREASURER'S REPORT - JUNE 1990

Total Receipts for May 1990.....	\$ 113,944.68
Operating Expenses May 1990.....	100,212.19
Major Improvements May 1990.....	2,475.00
Total Operating Expenses for May 1990.....	102,687.19
Total Operating Surplus/(Deficit).....	13,732.49
Total Association Cash & Reserves.....	199,315.88

Loretta McDaniel, Treasurer.

Report of the Resident Manager  
June 1990

A - Buildings

- 1) There is an erosion problem developing under several buildings, mainly around the concrete pilings. New dirt should be hauled in and put around the pilings and new channels dug to divert water. Due to the present workload of our maintenance crew, I would suggest hiring a few high school students at minimum wage for the summer to do this job, and several others, such as painting stairways, cleaning out maintenance storage areas, to complete painting of the laundry areas, etc. I've used this method in the past, and it's the most economical and quickest way to catch up on all the little things you never seem to get around to doing.

B - Grounds

- 1) Well, I presume everyone has seen the new lights and the flags flying at the turn-around near the front entrance - looks really great.
- 2) We are also going to install lighting to brighten up the M. V. P. sign at the front entrance. It's completely in the dark now, and cannot be seen at night, so this should help people find their way home.
- 3) All the palm trees are being trimmed again. Coconuts were starting to fall and we don't need the liability of paying for someone's windshield or paint job.
- 4) The job of changing water supply valves is still going on - 5 areas are completed, with 4 to go.
- 5) Area 755 has been resealed, restriped and renumbered this past week. This work will continue on and off all summer long until it's completed.
- 6) A new net has been installed at the tennis court as requested at the last meeting.

## C - Equipment

I would like to suggest buying an arc welding machine. There are quite a few welding jobs that need to be done, such as golf cart repairs, slats to be replaced in the wrought iron fence by the tennis courts, etc. The cost of bringing in a welder to do this work would be more than half the price of the machine, and a project the size of Makaha Valley Plantation will have many uses for it in the future...I believe, a good investment.

Ron Wallwork,  
Resident Manager.

## SECURITY REPORT-JUNE 1990

The only items for this month are fines assessed.

On 05/15 to 129-C for trash on stairway - \$25.00  
On 05/19 to 81-B for Bar-B-Queing on lanai - \$50.00  
On 05-28 to 74-C for major domestic - HPD called - \$50.00 - paid  
On 06/03 to 159-C for major domestic - HPD called - \$50.00 - paid  
On 06/12 to 147-C for major domestic - HPD called - \$50.00  
On 06/21 to 19-B for major domestic - HPD called - \$50.00

There were no other major incidents or problems.

On 06/21 a Security Staff Meeting was held at 1500 hours. The theme for the meeting was 'shape up or ship out'.

James Morrow,  
Director of Security.