

**MAKAHA VALLEY PLANTATION
ASSOCIATION OF APARTMENT OWNERS
REGULAR MEETING OF THE BOARD OF DIRECTORS**

AGENDA

June 27, 1995; 7pm, Wai'anae Satellite City Hall

PRESENT: President, Wayne Thompson; Vice-President, Cecil Bindel; Secretary, Alvin Silva; Treasurer, David Duke; Director, Bette Larrabee.

GUEST: Property Manager, Jim Coupland; Resident Manager, Thomas Lauro; Administrative Assistants, Emerald Souza and Peggy Hoots.

CALL TO ORDER:

APPROVAL OF MINUTES: For May 23, 1995, regular and executive minutes.

CORRESPONDENCE:

1. 41B, signs.
2. 15A, 134A, 181A; Executive Session.

REPORTS:

PRESIDENT: Street cleaner research.

VICE-PRESIDENT: House Rules enforcement.

SECRETARY: Policy on confidential files.

TREASURER: Auditor and attorney agreement .

DIRECTOR: Approve Job descriptions; Insurance approval.

PROPERTY MANAGER:

RESIDENT MANAGER: 102A, carpet damage and wall repair.

COMMITTEES:

1. Air conditioning.
2. Personnel; Bette Larrabee.
3. Community Patrol; Mrs. Peters.
4. Neighborhood Security Watch; David Duke.
5. House Rules; Alvin Silva.
6. In-house grounds employment cost; Doreen Dung.
7. Truck purchase.

OLD BUSINESS:

1. 185A Termites.
2. Ball court fence.

NEW BUSINESS:

1. Additional part-time help for pools.
2. Coconut tree trimming.
3. Accident free winner for the month of May is Marquise Kaimimoku.

NEXT MEETING: July 25, 1995; 7pm, Wai'anae Satellite City Hall.

ADJOURNMENT TO EXECUTIVE SESSION

**MAKAHA VALLEY PLANTATION
ASSOCIATION OF APARTMENT OWNERS
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APPROVED MINUTES

June 27, 1995; 7pm, Wai'anae Satellite City Hall

PRESENT: Vice-President, Cecil Bindel; Secretary, Alvin Silva; Treasurer, David Duke; Director, Bette Larrabee.

GUEST: Property Manager, Jim Coupland; Resident Manager, Thomas Lauro; Administrative Assistants, Emerald Souza and Peggy Hoots.

CALL TO ORDER: A quorum being present, Vice-President Cecil Bindel Called the meeting to order at 7pm. President Wayne Thompson was excused due to illness.

APPROVAL OF MINUTES: For May 23, 1995, regular and executive minutes. APPROVED 4-0

CORRESPONDENCE: 1. 41B, signs. Owner voiced his concern on the posting of Neighborhood Security Watch signs that deface the buildings. Some new signs will be installed as required by law, for safety and to deter crime. This should make MVP a safer place to live.

2. 15A, 134A, 181A; Executive Session.

REPORTS: PRESIDENT: Street cleaner research. Mr. Thompson mentioned to the board that we should research purchasing a street cleaner. If we can afford it and if it will save labor time in cleaning up our tree leaves and seeds, then we should get it.

VICE-PRESIDENT: House Rules enforcement. Some house rules are not being enforced and have not been for a long time. Residents will be reminded through our electronic bulletin board of house rules violations. The next news letter will also inform home owners to comply with current house rules.

SECRETARY: Policy on confidential files. Our attorney will be consulted on developing a policy on confidential files including who is authorized access to these files.

MVP REGULAR MEETING OF THE BOARD OF DIRECTORS JUNE 27, 1995

TREASURER: Auditor and attorney agreement. Mr. Duke suggested accepting Mr. Wong as our auditor for another year at the same cost as last year. MOTION made to accept Terry Wong as the Association Auditor for one year at a cost of \$1,200 plus tax. APPROVED 4-0

Mr. Duke suggested to accept the payment proposal from our attorney John Morris for a flat monthly retainer fee instead of paying on a usage basis. This will be a cost saving for the Association. MOTION made to negotiate with John Morris for a monthly retainer not to exceed \$200. APPROVED 4-0

MOTION made to accept the new priority payment plan and to go into effect August 1, 1995. APPROVED 4-0

DIRECTOR: Approve Job descriptions; Insurance approval. The RM requested additional hired help to monitor the pools on a part time basis for the summer. A job description for a pool attendant was developed and submitted for approval. MOTION made to accept the job description for Pool Attendant and to hire two part-time workers until Labor Day. APPROVED 4-0

MOTION made to accept the insurance premium of \$208,758 from Allianz for property coverage of buildings for \$42 million, general liability of \$1 million, and umbrella coverage of \$2 million. APPROVED 4-0

RESIDENT MANAGER: 102A, carpet damage and wall repair. 102A carpet is dirty but no evidence of stains from drain back up. Wall damage was noted as being from a lawn sprinkler had been repaired for \$100.

COMMITTEES: 1. Air conditioning. A lot of different units are available but no recommendation has been made.
2. Personnel; Bette Larrabee. Differed to next meeting.

MVP REGULAR MEETING OF THE BOARD OF DIRECTORS JUNE 27, 1995

3. Community Patrol; Mrs. Peters. Mrs. Peters thanked the RM for taking care of the sharp edges on the hand rail to the tennis courts. Asked residents when they are in the area, to check faucets in the laundry area to make sure they are off. Cars parking on road near the front gate is a hazard. We are not sure what can be done.

4. Neighborhood Security Watch; David Duke. MOTION made to accept the following resolution:

1. All NSW Community Patrol members must sign the NSW agreement waver and abide by all guide lines in the agreement. They will agree that MVP assumes no liability for any injuries resulting in their participation in the NSW Community Patrol.

2. All volunteers will be allowed to wear identifying T-shirts and badges.

3. The Association will loan a radio and allocate \$50 for the printing of the T-shirts.

4. All volunteers will purchase their own T-shirts.

5. Point of contact while on patrol will be the security sergeant on duty or his/her designee.

6. The RM will be the liaison for any problems that the NSW encounters with security.

7. All problems will be dealt with by the RM on a confidential and on an individual basis.

MOTION to adopt the resolution. APPROVED 4-0

5. House Rules; Alvin Silva. No report.

6. In-house grounds employment cost; Doreen Dung. No report.

7. Truck purchase. MOTION made to purchase a new half ton truck for not more than \$12,000. APPROVED 4-0

MVP REGULAR MEETING OF THE BOARD OF DIRECTORS JUNE 27, 1995

OLD BUSINESS: 1. 185A Termites. MOTION made to accept the report from an entomologist and the legal opinion from our attorney that the Association bares no more responsibility for this issue. APPROVED 4-0

2. Ball court fence. Deferred to next meeting.

NEW BUSINESS: 1. Additional part-time help for pools. Approved above.

2. Coconut tree trimming. MOTION made to authorized the RM to seek bids for coconut tree trimming. APPROVED 4-0

3. Accident free winner for the month of May is Marquise Kaimimoku.

NEXT MEETING: July 25, 1995, 7pm, Wai'anae Satellite City Hall.

ADJOURNMENT TO EXECUTIVE SESSION AT 9:00PM

MINUTES APPROVAL DATE: JULY 25, 1995.



**ALVIN P. SILVA
SECRETARY**