

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

AGENDA

July 23, 1996; 7pm, Wai'anae Community Center (Satellite City Hall)

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

TO BE ABSENT: President, Cecil Bindel; on vacation.

GUEST: Property Manager, Jim Coupland; Resident Manager, Harlow Todaro; Administrative Manager, Peggy Hoots.

CALL TO ORDER:

APPROVAL OF MINUTES: For May 28 and June 25, 1996.

CORRESPONDENCE:

REPORTS: VICE-PRESIDENT: Insurance update
SECRETARY: Letter to Homeowners.
TREASURER: Budget report, By-Laws update
DIRECTOR:
PROPERTY MANAGER:
RESIDENT MANAGER:

OLD BUSINESS:

1. Traffic Control Measures, (speed bumps) . (parking lot paving) delayed until work is scheduled
2. Directors and Rental Agents Meeting will be August 24, 1996, orientation at 10:00am and meeting to follow.
3. Grounds insect treatment Completed?
4. Tree trimming with Glad's Landscaping; Settlement letter to go out July 26.
5. Coconut tree trimming; same as above.
6. Golf Cart / Radio evaluation.
7. Custodial and Maintenance contract bids.
8. Structural Engineer inspection.
9. Security equipment (cameras, etc.) bids.

NEW BUSINESS:

1. New signs for pools and back gate.
2. Architectural Drawings to be purchased.
3. Coin Machine installation.
4. Computer services contract.
5. Office electrical problem.
6. Accident free winner for June to be announced.

NEXT MEETING: August 27, 1996; 7pm, Wai'anae Community Center (Satellite City Hall)

ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS

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

APPROVED MINUTES

July 23, 1996; 7pm, Wai'anae Community Center (Satellite City Hall)

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

ABSENT: President, Cecil Bindel; on vacation; Director, Wayne Thompson.

GUEST: Property Manager, Jim Coupland; Resident Manager, Harlow Todaro; Administrative Manager, Peggy Hoots.

CALL TO ORDER: A quorum being present Mrs. Larrabee called the meeting to order at 7:07 p.m.

APPROVAL OF MINUTES: For May 28 and June 25, 1996. APPROVED 3-0

REPORTS: VICE-PRESIDENT: Insurance update. All premiums should be paid by the end of the year.

SECRETARY: Letter to Homeowners. Mr. Silva drafted a response to the defamatory letter written anonymously and sent to homeowners. The Board will discuss this further to determine our response. Generally all information was twisted, incomplete or totally untrue. That is why they, he or she, did not sign it.

TREASURER: Budget report. Reserves are steadily increasing. We met our goal of paying at least \$100,000 down payment for our major insurance coverage and will pay it off by the end of the year. We are planning the 1997 budget and it should be ready by the November Board meeting.

By-Laws update. We have met with our attorney to review the changes to the By-Laws. One more meeting will be scheduled for the final draft. After Board approval, the changes will be sent out to homeowners for their approval.

PROPERTY MANAGER: Our cash flow was very good for June. Our delinquencies have been going up though.

RESIDENT MANAGER: Report is enclosed.

OLD BUSINESS: 1. Traffic Control Measures, (speed bumps). (parking lot paving) delayed until work is scheduled

2. Directors and Rental Agents Meeting will be August 24, 1996, orientation at 10:00 a.m. and meeting to follow.

3. Grounds insect treatment. They have done their first treatment on the plantation. Twenty-four homeowners requested for treatment in their apartment. They will be treating the grounds every quarter. Residents should call the office to schedule the next treatment.

4. Tree trimming with Glad's Landscaping. Settlement letter to go out July 26, 1996.

MOTION BY MR. DUKE TO SEND LETTER TO GLADS. MRS. LARRABEE SECOND THE MOTION. APPROVED 3-0

5. Coconut tree trimming; same as above.

MVP BOD APPROVED REGULAR MEETING MINUTES OF JULY 23, 1996

6. Golf Cart / Radio evaluation. Security and landscapers are looking to purchase some of them. The carts are being repaired before getting an evaluation.

7. Custodial and Maintenance contract bids. The Board has made a decision to out source our custodial and maintenance work. Our attorney is negotiating this with the union.

8. Structural Engineer inspection. No information as yet.

9. Security equipment (cameras, etc.) bids. Still being worked on.

NEW BUSINESS: 1. New signs for pools and back gate. New legal signs are needed for our pools and Jacuzzi.

MOTION BY MRS. LARRABEE TO INSTALL THESE SIGNS AS SOON AS POSSIBLE. MR. DUKE SECONDED THE MOTION. APPROVED 3-0

2. Architectural Drawings to be purchased. The original blue prints of the plantation are up for sale. If we do not get them they will be destroyed. Currently they are located in California.

MOTION MADE BY MRS. LARRABEE TO PURCHASE THESE PLANS AND THAT THE FUNDS COME OUT OF THE MISCELLANEOUS REPAIRS ACCOUNT. MR. DUKE SECONDED THE MOTION. APPROVED 3-0

3. Coin Machine installation. We had coin change machines before and they were vandalized. This was suggested again to relieve the office staff of the numerous interruptions. This will be left up to the office staff.

MOTION MADE BY MR. DUKE TO AUTHORIZE THE RM TO PURCHASE A NEW SAFE UP TO \$300. MRS. LARRABEE SECONDED THE MOTION. APPROVED 3-0

4. Computer services contract.

MOTION MADE BY MR. DUKE TO EXTEND THE COMPUTER SERVICE CONTRACT WITH JAY FOSTER FOR ONE YEAR IN THE AMOUNT OF \$1,041.67 FROM AUG. 15, 1996 TO AUG. 15, 1997. MRS. LARRABEE SECONDED THE MOTION. APPROVED 3-0

5. Office electrical problem.. Will be worked on by the RM.

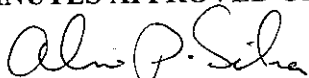
6. Accident free winner for June Momi McComsey.

DISCUSSION: A resident told of an incident that happened in the 707 area. It seems security inadvertently compromised evidence before HPD could get their. Burns security must be trained better in what they can and cannot do in criminal cases. A meeting will be scheduled with the Burns Supervisor.

NEXT MEETING: August 27, 1996; 7pm, Wai'anae Community Center (Satellite City Hall)

ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS

MINUTES APPROVED ON SEPTEMBER 24, 1996



ALVIN P. SILVA, SECRETARY