



MINUTES OF THE BOARD OF DIRECTORS' MEETING  
OF MAKAHA VALEY PLANTATION  
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TREASURER'S REPORT, Cont.

- B. Delinquency Report – The Delinquency Report was distributed prior to the meeting by the management executive. Deferred to Executive Session.

MANAGEMENT EXECUTIVE'S REPORT

- A. The management executive stated that the Renovation Project began one week late according to the Contractor's schedule. The roofing materials were placed on all the roofs in the 757 area and this week the landscapers have been trimming trees, shrubs and other vegetation. They have left a number of trees in place that should have been removed as they are right up against some of the buildings. Even after trimming some trees, there are some that still overhang the roofs.

Some Directors noted that the shrubbery is supposed to be removed on the three sides of the buildings where the French Drains are to be installed. The Contractor has been removing the vegetation from the back of the buildings, but not the two sides.

- B. One additional Document Amendment Written Consent was received. Three Amendments have passed and they are A-2, G and H-1. A-2 deals with Restricting Major Improvements without Owner Approval, G increases the Auditing Standards for the Association and H-1 is designed to Automatically Terminate the Term of Office of a Director who is Delinquent. The next two closest amendments are F, which requires 13 more votes and C, which requires another 18 votes. Amendment F deals with Controlling Problem Tenants, while C Prohibits Board Members from Working for the Association.

MANAGER'S REPORT

The manager's report was distributed at the beginning of the meeting. A copy is on file in the manager's office and Hawaiiana Management Company, Ltd.

The manager reported the following additional significant item:

- A. Kiddy Pool – We tried to repair the pool surface in-house, by grinding down the rough surface, however, it did not work. Two bids to replace the current surface have been received; both of which are in excess of \$5,000.00. Two more bids have been requested, but have not arrived to date.

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The following were taken out of sequence.

NEW BUSINESS

- A. Reduction in the Number of On-Site Visits by the Management Executive – Vice President Castro moved to authorize the management executive to reduce the number of on-site visits so as to permit him to work more productive hours, with the understanding that he will keep the Board informed when he is going to visit the site. Secretary Silva seconded the motion. The motion passed unanimously.
- B. E-Mail Capability for the Manager's Office – Following a discussion of the benefits of e-mail, Treasurer Duke moved to authorize the manager to obtain an e-mail capability for the office. Vice President Castro seconded the motion. The vote was three for the motion, with President Larrabee abstaining. The motion passed.

Vice President Castro will provide the necessary verbiage to add to the Association Handbook to protect the Association from mis-use of the e-mail system.

UNFINISHED BUSINESS

- A. 1. Renovation Project Status - See Management Executive's Report – The Board directed the management executive to notify Engineering Forensics, Hawaii that the vegetation renewal is not appropriate. In addition, have Jeff Smith pass on to the Board what he originally had in mind for landscaping the Plantation. He must be asked about adding back indigenous plants and adding dry weather tolerant plants. The Board desires an Engineering Forensics, Hawaii representative to attend all the monthly Board meetings as long as the project is on going.
2. Lanais Repairs – This issue is still under study by the Board. No decision on repairing lanais has been made.
- B. Document Amendment Status – See the Management Executive's Report. No Board action will be taken at this time.

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UNFINISHED BUSINESS, Cont.

- C. Copier – Numerous options on purchasing, leasing and renting copiers have been studied by the manager, with assistance from the management executive. The best option was a Xerox XC23-AS, which can be leased for approximately \$111.00 per month, for sixty (60) months, with a \$1.00 buy-back. Maintenance is included in the agreement for three (3) years with two (2) more years available at \$49.00 per year.

Vice President Castro moved to authorize the manager to lease this copier. Secretary Silva seconded the motion. The motion passed unanimously. The Board will entertain recommendations as to what to do with the old copier.

- D. Y2K Report – Greg Sokolowski, Chairman of the Y2K Committee, submitted a written report to the Board. There will be another committee meeting in August. The Board thanked him and his committee for their time and excellent work.
- E. Sub Metering – The management executive submitted two memos to the Board, based on his conversations with Duffy Wright, Submetering, Inc. The Board needs a study on Submetering the irrigation system. In order to do this, Duffy Wright will need some engineering drawings of the irrigation system. He will be in Honolulu the end of August through the first part of September.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:25 p.m., to discuss legal matters.

The Board reconvened to the Regular Board meeting at 9:00 p.m.

The results of the Executive Session are as follows:

1. Foreclosure Actions were approved against units 95C, 154B and 196A.
2. Two unit accounts were written off; Murphy, 17C and Rosado, 26C.
3. One owner was removed from the Deficiency Judgement List as he declared bankruptcy; Ando, 155B.
4. The management executive was directed to obtain an opinion from John Morris about temporarily using the Kiddie Pool for other purposes.

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EXECUTIVE SESSION, Cont.

5. Have the Association Attorney provide them with all they need to know about Non-Judicial Foreclosures and what the limits of their authority would be.
6. The management executive was directed to determine from Tom Horner, Insurance Associates, whether the types of pets or size of pets impacts the Association liability in any way.
7. The Board directed the management executive to see if the Association can require residents to provide their own liability insurance if they have pets.

NEW BUSINESS, Continued

- C. Association Policy on Enforcing House Rules – The Board directed the management executive to draw up a Policy Letter showing the enforcement steps to be:
1. Verbal Warning.
  2. Citation.
  3. Fine.
  4. Letter from the Management Executive.
  5. Letter from the Attorney.

These steps would be used in all instances except those involving Health and Safety issues.

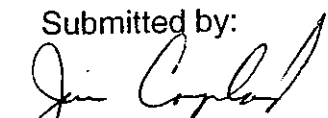
DATE, TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting of the Board of Directors will be held on Tuesday, August 24, 1999, at 7:00 p.m., Waianae Satellite City Hall.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:15 p.m.

Submitted by:

  
Jim Coupland  
Recording Secretary

Approved by:

  
Alvin Silva  
Secretary