

ASSOCIATION OF APARTMENT OWNERS - MAKAHA VALLEY PLANTATION

MINUTES - Board of Directors Meeting

Date: August 15, 1989.

Place: Waianae Public Library Meeting Room

Present: Charles Houtchens, Charles Loomis, Blythe Thomas,
Loretta McDaniel, Tom Youngblood.

By Invitation: Stanley Lizama, Property Manager, Hawaiiana Management Co.; James Morrow, Director of Security; Gil Rivera & Betty Barbett, Onipa'a Pest Control; Betty Thomas-181A; M/M Tom Pendleton-190A; M/M Floyd Smith-34A; Walter Savedra-134A; Jim Johnson-21C; Stephen Kirk-124B; M/M Cliff Weber-163A; Bette Larrabee-50A; Irene Houtchens-47A; M/M Ozzie Ford-160A; Gladys Singleton-173B; Tom Powers-88A.

A quorum being present, President Houtchens opened the meeting at 7:04PM

The Minutes of the Meeting of July 18th were approved unanimously.

President Houtchens introduced Mr. Gil Rivera of Onipa'a Pest Control who made a presentation regarding termites and other pests.

Correspondence

Letter to Hawaiiana Management from Mrs. Foster -141A;

Letter from Mrs. Lawrence - 149A

Letter from Joyce Neeley, DNEN&N to Hawaiiana re Fair Debt Collections Practices Act.

Letter from Gail Nakatani, DNEN&N to Hawaiiana re new Lien Law - "First in Time - First In Right"

Letter from Jaqueline Greer - 6B

Letter from Mrs. Mason - 58B

Letter from James Chadwick - 22B - complimenting Board on their actions.

Officers Reports

Report of President Houtchens is attached.

Report of Treasurer McDaniel is attached.

Report of Property Manager Stanley Lizama

Mr. Lizama reported a collection by DNEN&N totalling \$2600.00. Unit 193B is up for auction. Overall delinquencies are down by about \$800.00 since June 1989.

SECURITY REPORT

Director of Security Morrow's report is attached.

Unfinished Business

Accident-Free Days - Month of July was accident free. Winner of the first drawing for \$100.00 was Administrative Assistant Emerald Souza.

President Houtchens reported that the members packets had some information on the fax units, but he was suggesting, subject to Board approval, that we hold off on this purchase for the present due to the fact that Ms. Bette Larrabee had offered the use of her unit and Burns Security had offered to pay for the paper. President Houtchens thanked both of these people.

Bylaws and House Rules updates - Secretary Thomas has contacted Parliamentarian Steve Glanstein who will be working on these and will then have them forwarded to the attorney for her perusal.

Letters from Mr. McDaniel of 182A read last month were inadvertently missed in the New Business. Secretary Thomas read these again. Mr. Jim Johnson was requested to supply proof that he is either an owner or the spouse of an owner. A long discussion took place regarding parking, but it was felt that Mr. McDaniel's suggestion was not workable. Director Youngblood and Steve Kirk will study the possibility of using the land along Kili Drive which, if owned by us, could be fenced and used as a pay parking lot.

Security Captain Morrow visited Waianae Fire Station. The Fire Chief was surprised that we had no hoses, and highly recommended that we purchase a minimum of 300 feet of hose. Moved by Director Loomis that we spend up to \$1000 for fire hoses and accessories and a trailer to pull the hose. Carried unanimously.

Mr. Houtchens reported that both the insurance carrier and our attorney have been advised regarding the problem with the carpet in 34A. No response has been received from either one. Postponed to next meeting, and Mr. Houtchens advised he will attempt to speed this up.

Work by our employees on cutting the coconut palms has been stopped, due to the fact that our workmens compensation does not cover it, and there is a very large increase if we do use our own men. Research Committee to investigate as soon as possible and report.

New Business

Changes of House Rules - Resolved by the Board that the changes and additions be adopted in our House Rules. Mrs. McDaniel abstained and all other Directors agreed.

Christmas Party - Mrs. McDaniel reported that she recommended that we have a sit-down dinner for the employees instead of their previous outdoor party. Moved by Director Youngblood that Mrs. McDaniel contract for the employees' Christmas Party and that the amount be a maximum of \$2000. Seconded by Blythe Thomas and carried unanimously.

A reply to Mrs. Foster was read by Secretary Thomas - no problems were found with the water and Mrs. Foster was asked to advise if she had further difficulties.

A letter from President Houtchens advised Mrs. Lawrence that we were persuing the matter of unsightly vehicles at Hale Molokai. It was also noted that several of these vehicles have already been towed.

New Lien Policy - Agreed unanimously that we will have title search and delinquency issued after a delinquency of \$800.00 is reached.

Letter from Mrs. Greer is being forward to Tom Powers & Associates for handling.

Letter from Mrs. Mason turned to Security.

Regarding the termites and pests, it was decided to get at least two more proposals (proposal from Onipa'a was \$78,000), then make a decision on what is required.

Board Members agreed to meet at Hawaiiana Management offices at 6:30 PM on Tuesday, August 22nd at 6:30 PM to discuss wages and benefits for the new Resident Manager and at 7:00 PM to interview those selected.

SPECIAL MEETING - Hawaiiana Management Office - August 22 -
6:30 PM - Discuss wages and benefits to be paid to Resident Manager
7:00 PM to interview prospective Resident Manager.

Next regular meeting to be held at the Waianae Public Library at 7:00 PM on Tuesday, September 19, 1989.

Meeting adjourned at 9:38PM.

REPORT OF THE PRESIDENT - AUGUST 1989

Probably most of you have noticed that there are several piles of soil around the Plantation. This is a result of our discussion and vote last month to beautify the front area. Mr. Hogue, his designer and I had a long discussion regarding this area, and I'm very happy to report that the designer had some fantastic ideas on the types of flowers to be used. In addition, 25 lights will be installed on each side to shine into the trees and down into the flowers. They started work yesterday.

Mr. Thomas and I contacted Landis Ornellas of Makaha Valley Inc., who are the operators of the roads and land around the Plantation. The big eyesore by the bus stop - namely the concrete uprooted by the tree - was removed this morning. We are very pleased to see this eyesore disappear - we, meaning everyone who lives here and Mr. Ornellas, who reported he had been wanting to do this for several years. Mr. Ornellas has also placed 'No Parking' signs on the mauka side of Huipu Drive, and is in the process of doing the same on our side. We are so pleased that Mr. Ornellas is such a fine man to work with, and he has offered us any assistance he can with both manpower and his backhoe.

Beautification and protection has also taken place near the front where the posts have all been painted. Rocks are to be removed from the circle and an ever-blooming red flower planted. Thanks to our Maintenance Staff.

We also give our thanks to Paul Bailey our sprinkler expert, who has installed many new sprinkler heads, including a complete new set at the front area which will keep our new flowers well watered.

Burns International Security took over our security needs at midnight August 1st. Our former security staff was given first preference for employment by Burns. We're very happy with the good-looking uniforms they have supplied, and with the exception of a few minor incidents all seems to be working well.

Hopefully you have all seen the new bright yellow T-Shirts now being worn by our Maintenance staff. Our staff is very pleased to wear something much lighter and cooler. We are also pleased about this because it will cut out about \$12,000 from our annual budget. We also have white T-Shirts available for purchase at the Front Office for \$10.00 each. The yellow shirts will be worn exclusively by the Maintenance staff.

TREASURER'S REPORT

Total Receipts for July 1989.....	\$102,202.37
Total Operating Expenses for July 1989.....	<u>68,817.89</u>
Total Surplus July 1989.....	33,384.48
Total Reserves July 1989.....	<u>\$152,896.50</u>

Loretta McDaniel, Treasurer.

SECURITY REPORT - AUGUST 1989

- 1) July 21 - Small fire in Unit 159B - tenant left pot on stove on high and took her husband to work - aalso left lanai door open - Security put fire out.
- 2) July 24 - Inga's Realty served notice on tenants of Unit 147C to obey House Rules or vacate the premises.
- 3) July 28 - Parking of motorcycles at the Front Office area was discontinued.
- 4) Aug. 1 - Burns Security International took over Security at Makaha Valley Plantation - 2 of the existing officers decided not to make the change to Burns.
 - An abandoned vehicle was towed from the stall at 129C.
- 5) Aug. 2 - Three Motorola radios were taken in for repair
- 6) Aug. 3 - Vandalism at the Family Pool - Toys, a golf ball and trash were in filter system - pool was closed for 2 days for repairs.
 - Ordered 1 new Motorola Radio plus necessary accessories for the ones in for repair.
 - Promoted Officers Anthony Roque and Robert Kapololu to Sergeants.
- 7) Aug. 4 - Mr. K. Williams 89B back on M.V.P. property - contacted Neil at Tom Powers & Associates - she advised his eviction still stands and she will supply us with a copy of the notice.
- 8) Aug. 5 - Copies of eviction notice to 89B supplied to Security and Front Office by Tom Powers & Associates.
- 9) Aug. 10 - Installed new bulletin boards at both pools - posted notices that destroyed furniture will NOT be replaced.
- 10) Aug. 11 - Complaint from the owner of 6B was addressed concerning property damage and excessive noise by the children in units 5A and 7B - owner of 6B was also verbally threatened by tenants of 5A and 7B.
 - Sent out notice of non-payment of fine to unit 24B with interest added.
 - Fines for 169A and 177C have been dropped due to tenants moving off the property.