

MAKAHA VALLEY PLANTATION  
BOARD OF DIRECTORS' MEETING  
TUESDAY, AUGUST 25, 1998 -7:00 P.M.

A G E N D A

- I. CALL TO ORDER
- II. ESTABLISH A QUORUM
- III. HOMEOWNER'S FORUM
- IV. APPROVE MINUTES OF THE JULY 28, 1998 BOARD MEETING
- V. TREASURER'S REPORT
  - A. Delinquency Report
- VI. MANAGEMENT EXECUTIVE REPORT
- VII. RESIDENT MANAGER'S REPORT
- VIII. SECURITY REPORT
- IX. UNFINISHED BUSINESS
  - A. Landscaping Maintenance Contract Proposals
    1. Akamai Landscaping – Morris Kozai
  - B. Document Amendments - Mailback Results
  - C. Oceanic Cable – Conversion Options
  - D. Unit 156A Tenant
  - E. Status of Proposed Loan
  - F. Office Manning
- X. NEW BUSINESS
  - A. 1998 Budget & Reserve Study
- XI. EXECUTIVE SESSION (As Required)
- XII. DATE, TIME AND PLACE OF NEXT MEETING  
Tuesday, September 22, 1998, 7:00 p.m., Waianae Satellite City Hall
- XIII. ADJOURNMENT

MINUTES OF THE BOARD OF DIRECTORS' MEETING  
OF MAKAHA VALLEY PLANTATION  
TUESDAY, AUGUST 25, 1998  
7:00 P.M., WAIANAE SATELLITE CITY HALL

CALL TO ORDER

The regularly scheduled meeting of the Board of Directors of Makaha Valley Plantation was called to order at 7:00 p.m., by President Larrabee.

ESTABLISH A QUORUM

A quorum was established.

Members Present:                   Bette Larrabee  
  David Duke  
  Alvin Silva

Members Excused:                 Bobbie Castro  
  Dale Fajardo

Present by Invitation or as Guests: Peggy Hoots, Resident Manager  
  Jim Coupland, Hawaiiana Management Company, Ltd.  
  Maj. Mesa, Burns Int'l Security Co. (Departed 7:50 p.m.)  
  Morris Kozai, Akamai Landscaping (Departed 8:15 p.m.)

HOMEOWNERS FORUM

Tina James – Owner 159A – A resident above her unit (159C) is smoking on the landing above her unit. She would like this person to stop smoking there because it bothers her, as she has a medical problem. The resident manager will talk to the individual involved. The Board suggested that if both individuals give a bit, there will not be a problem.

APPROVE MINUTES

There being no corrections or changes, the minutes of the July 28, 1998, Board meeting were approved as presented, following a motion to approve by Treasurer Duke, a second by Secretary Silva, and a unanimous vote to approve.

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TREASURER'S REPORT

- A. Treasurer Duke informed the Board that the delinquencies were definitely hurting the Association. He stated we were getting a handle on some accounts. The July 1998 Operating Statement was accepted, subject to audit.
- B. Delinquency Report- The delinquency report was distributed prior to the meeting by the management executive. Deferred to Executive Session.

MANAGEMENT EXECUTIVE REPORT

The management executive report was distributed prior to the meeting by the management executive. A copy of this report is on file in the Resident Manager's Office and Hawaiiiana Management Company, Ltd. There was nothing new to be added to this report that will not be discussed under UNFINISHED OR NEW BUSINESS.

RESIDENT MANAGER'S REPORT

The resident manager's report was distributed prior to the meeting. A copy of this report is on file in the Resident Manager's Office and Hawaiiiana Management Company, Ltd. The Board directed the resident manager to place signs by the dumpsters, telling residents not to place large items around the dumpsters. Security will monitor move-ins and outs to help ensure residents comply with the new signs.

SECURITY REPORT

Major Mesa, Burns International Security presented numerous statistics on activities that occurred the past month. He announced that they have all new supervisors. There will be a new training system starting September 11, 1998.

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UNFINISHED BUSINESS

- A. Landscaping Maintenance Contract Proposals – Four proposals have been submitted with another due back shortly. Morris Kozai, Akamai Landscaping, was in attendance, having been invited to attend by the Board of Directors. The Board asked Mr. Kozai a variety of questions, primarily dealing with his company's performance under the current contract. Some questions about his new proposal surfaced. He answered most questions. Following this discussion, he departed at 8:15 p.m.

Treasurer Duke moved to continue with Akamai Landscaping under an addendum which would be on a month-to-month basis until their performance is evaluated, at the current rate being paid. It would not include irrigation repair, mulching will be added to the current contract and it would include negotiating of possible new personnel. Secretary Silva seconded the motion and the motion passed unanimously.

- B. Document Amendments – Mailback Results – Only two additional written consent forms were received this past month. No amendment has yet passed.
- C. Oceanic Cable – Conversion Options – It was noted that Oceanic Cable did an upgrade two years ago and that may have contributed to the situation whereby they cannot convert to the basic system without additional changes.

Treasurer Duke moved to convert to the Basic Service, with the money saved to go into reserves to help pay-off the loan. Secretary Silva seconded the motion. The motion passed unanimously.

The management executive was directed to give Oceanic Cable the required sixty days notice and to inform the homeowners of the change and what their options will be. The management executive stated he will meet with Guy, from Oceanic Cable, to better determine what is involved in the change and will report his findings back to the Board.

- D. Unit 156A Tenant – Deferred to Executive Session.
- E. Status of Proposed Loan – Two banks have been dealing with the Association on the loan. The issues are how much we can get and what the monthly payments will be. One bank is currently committed to loaning some money.

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- F. Office Staffing – The office staffing will remain at three people, including the resident manager, however the other two positions will be part-time as of September 1, 1998. It was previously agreed that if another part-time employee needed to be hired to cover the hours for the office, that would be fine.

NEW BUSINESS

- A. 1999 Budget & Reserve Study – The Board felt the management executive could begin the Operating Budget development and should do so. The reserve study will be dependent on the loan information.
- B. Refuse Contract – The current contract ran out August 17, 1998. Treasurer Duke moved to solicit proposals for a new contract. Secretary Silva seconded the motion and the motion passed unanimously. The management executive was directed to research the possibility of having the City and County perform this function.
- C. Web Contract – The Web contract has been on going for approximately five years. Treasurer Duke moved to have the Board authorize the management executive to pursue a new laundry agreement and to try and get a better percentage than is currently the case. Secretary Silva seconded the motion and motion passed unanimously.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 9:05 p.m., to discuss possible legal issues.

The Board reconvened to the Regular Board meeting at 9:44 p.m.

The results of the Executive Session are as follows:

1. The Board approved foreclosing on units 52C, 160B, 36A, 59B, 60B, 63B, 71B, 92A and 118A.
2. The following accounts are to be moved to the Deficiency Judgement list: 41B, 56A, 73B, 80B, 96A and 133B.
3. Two accounts, 114B and 171B, were written off.
4. The 156A Tenant problem has been turned over to the Attorney.
5. The proposed plan from 102C needs to be changed.

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DATE, TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting of the Board of Directors will be held on Tuesday, September 22, 1998, at 7:00 p.m., Waianae Satellite City Hall.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:45 p.m.

Submitted by:

  
Jim Coupland  
Recording Secretary

Approved by:

Alvin Silva  
Secretary