

MINUTES OF THE BOARD OF DIRECTORS' MEETING
OF MAKAHA VALLEY PLANTATION
Wednesday, September 22, 2004
MAKAHA Valley Plantation-Kiana Cabana

OWNER'S FORUM

The owners present were allowed to voice their concerns.

CALL TO ORDER

The regularly, scheduled meeting of the Makaha Valley Plantation Board of Directors was called to order at 7:28 p.m. by the Chair, President Monty Glover.

ESTABLISH A QUORUM

A quorum was established.

Members Present:	Monty Glover	Greg Sokolowski
	Bobbie Castro	Frank Mead (via telecomm)
	Jim Sherman	Bob Cunningham

Members Excused: Marjorie Collier

By Invitation. Otis King, General Manager, Shirley Landford, Office Manager
John Martinez, AKAL Security
Sheryl Brown, CMCA®, Sr. Mgmt. Exec., Hawaiiana Management Co.

Approve Agenda

Secretary Collier moved to approve the agenda with additions. The motion was approved by unanimous consent.

APPROVAL OF MINUTES

The minutes of the August 25, 2004, regular Board meeting were approved as written.

REPORTS

A. Security. Guest John Martinez reported on the following:

1. Counseled AKAL staff regarding appropriate representation of security personnel when on duty.
2. Reported that pool complaints have been significantly reduced since installation of the cameras.
3. Reported that certain security incidents involving AKAL staff were being investigated.
4. Reported that basketball court gate needed repair.

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B. Treasurer

1. Financial Statement for August 2004 – Presented and accepted subject to audit.
2. Delinquent Accounts – Previously discussed in planning meeting.
3. Reserves – Director Sokolowski discussed alternatives for reserve funding investments.
4. 2005 Budget – Director Sokolowski moved to adopt the 2005 budget as presented. The motion unanimously passed.

C. General Manager's Report. The following items of note were discussed:

1. Coconut Trees – To be trimmed by Hawaii Landscape as soon as work can be scheduled.
2. Security Gate Arms/Barcodes – The GM reported that equipment installation would begin next week.
3. Split AC Units – Research and bidding in progress.
4. Fence at Area 665 – Bids in progress. The GM presented a sample of a fence material to utilize as suggested by Allied Fence.
5. Enclosure of Wash Houses – The GM reported that area 665 had been completed enclosed and the security gate hung, with the deadbolt to soon be installed.

D. Committees

1. Grounds - Committee Chair Steve Deleconio provided an oral report, addressing landscape issues the possibility of in-house groundskeepers rather than contracted staff.
2. Security – There was no report.
3. House Rules – The Chair commented for the Committee Chair, Marjorie Collins, that enforcement procedures for House Rule violations should be entered at the end of the document, not the beginning.
4. Personnel – Committee Chair Sokolowski reported that two employees were terminated, replacement staff is being sought and the association will employ one additional groundskeeper.
5. Budget & Finance. There was no report. The Chair commended the committee members for their hard work.
6. Communications – Committee Chair Glover reported that the website information will be updated soon and positive feedback had been received for the channel 2 information station.
7. Community Advisory – There was no report.

UNFINISHED BUSINESS

- A. Replace adjoining fence at the 665, area – Discussed in General Manager's report.
- B. Split Air Conditioning Units – Discussed in General Manager's report.

NEW BUSINESS

- A. Association Manager – By unanimous consent, the board agreed to present departing association manager Rich Wolter with a gift certificate of \$100.00 to Ruth Chris Steakhouse.
- B. Appeals – The board unanimously agreed to the eviction of one tenant, denied an owner's request to waive eviction of their tenant and denied waiver of a fine but reduced that fine from \$100.00 to \$50.00.

EXECUTIVE SESSION

The board entered executive session at 8:06 p.m. and reconvened into regular session at 8:40 p.m.

NEXT MEETING

The next regularly scheduled Board of Directors meeting will be held on Wednesday, October 27, 2004, 6:30 p.m. at the Kiana Cabana on site. The 2005 annual meeting is scheduled for February 26, 2005.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 8:40 p.m.

Submitted by:

Hawaiiana Management Company

Makaha Valley Plantation

Agent for Makaha Valley Plantation

Sheryl Brown, CMCA®

Senior Management Executive,

Hawaiiana Management Company, Ltd.

Recording Secretary

M. Collier

Secretary