

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

AGENDA

September 23, 1996; 7pm, Wai`anae Community Center (Satellite City Hall)

TO BE PRESENT: President, Cecil Bindel; Secretary, Alvin Silva; Treasurer, David Duke; Director, Wayne Thompson.

TO BE ABSENT: Vice-President, Bette Larrabee.

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

CALL TO ORDER:

APPROVAL OF MINUTES: For July 23, and August 27, 1996.

CORRESPONDENCE:

REPORTS: PRESIDENT

SECRETARY: Standard Operating Procedures

TREASURER: Budget report, By-Laws update

DIRECTOR:

PROPERTY MANAGER:

RESIDENT MANAGER:

- D BUSINESS:**
1. Speed bumps & parking lot paving delayed until work is scheduled.
 2. Golf Cart / Radio evaluation.
 3. Custodial and Maintenance contract bids.
 4. Structural Engineer inspection.
 5. Security equipment (cameras, etc.) bids.
 6. Architectural Drawings to be purchased.
 7. Additional coconut tree trimming complete?
 8. Toilet incentive update.

- NEW BUSINESS:**
1. _____
 2. _____
 3. _____
 4. _____
 5. _____
 6. Accident free winner for August is _____.

NEXT MEETING: October 22, 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

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

PRESENT: President, Cecil Bindel; Secretary, Alvin Silva; Treasurer, David Duke; Director, Wayne Thompson.

ABSENT: Vice-President, Bette Larrabee.

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

CALL TO ORDER: A quorum being present, Mr. Bindel called the meeting to order at 7:05 p.m.

APPROVAL OF MINUTES: Minutes for July 23, and August 27, 1996, was APPROVED 3-0. Mr. Bindel abstained since he was absent at the two meetings.

CORRESPONDENCE: None.

REPORTS: PRESIDENT: Mr. Bindel has been back about a week and is glad to be back.

SECRETARY: Standard Operating Procedures for security and hurricane was written to clarify procedures. The Board briefly discussed them then tabled for next meeting to clear a security procedure discrepancy.

TREASURER: Budget report: We are still in good shape and paying our bills on time. Our reserves are about \$417,000 after paying a \$100,000 down payment for our insurance. The 1997 budget is being reviewed by the budget committee. It is hoped that the budget will be ready for Board review by the October meeting, If it is not ready, we will schedule a special meeting in early November.

The final changes to the By-Laws are being reviewed by our attorney.

PROPERTY MANAGER: Mr. Coupland mentioned the Association had a positive cash flow last month with approximately \$37,000 in the operating fund. Hawaiiana will be moving and will not have storage space for old records. MVP boxes of records will be put in to a private storage company. Delinquencies are about \$145,000 as of this date. Over the past year we have had 12 foreclosures and all have new owners. Most of the new owners are banks. This means these units are now paying maintenance fees. Some financial institutions have changed their name so we have been moving our reserves around.

MVP BOARD OF DIRECTORS REGULAR MEETING FOR SEPTEMBER 24, 1996

RESIDENT MANAGER: A written report is enclosed. The quiet pool damaged step and the family pool light was discussed. After hearing of its' current status, Mr. Thompson made a MOTION TO CLOSE THE POOL. MR. DUKE SECONDED THE MOTION. Discussion continued on how to repair the problems and what caused them. MR. DUKE AMENDED THE MOTION TO CLOSE THE POOL UNTIL THE STEP AND LIGHT IS REPAIRED AT A MAXIMUM COST OF \$865 WITH THE UNDERSTANDING THAT THEIR IS A CLARIFICATION ON WHAT THE WARRANTEE WILL BE. IF THEIR IS NOT GOING TO BE A WARRANTEE, THE REPAIR WILL GO OUT FOR OTHER BIDS. MR. SILVA SECOND THE MOTION. APPROVED 4 - 0.

The RM will also check if the warrantee on the pool glazing will be void if the pool is drained.

A resident complained about not being notified by security that someone is coming to her apartment. In August she had repairmen come to her apartment three times without being notified. This has been happening to other residents also. Mr. Duke suggested that Mr. Bindel contact the president of Burns Security to remedy this situation. Mr. Silva mentioned that the S.O.P. for security also covers this situation.

- OLD BUSINESS:**
1. Speed bumps & parking lot paving delayed until work is scheduled.
 2. Golf Cart / Radio evaluation. Mr. Duke requested from the Board that he be allowed to negotiate with Burns and Akamai Landscaping to sell them the golf carts that they use. There was no objection from the Board members.
 3. Custodial and Maintenance contract bids are still being used within the union negotiations.
 4. Structural Engineer inspection is still being worked on.
 5. Security equipment (cameras, etc.) bids are still being accepted. Four proposals have been received but only one is complete. Mr. Duke suggested that we notify the remaining companies in writing that they have until October 10 to submit a bid. If it is not submitted by that time, we will not entertain their proposal.
 6. Architectural Drawings to be purchased as soon as we receive additional information.
 7. Additional coconut tree trimming has been completed.
 8. Toilet incentive update. Only one person has requested a rebate as of this date.

- NEW BUSINESS:**
1. Back flow preventer testing is due but only one bid has been received.

MVP BOARD OF DIRECTORS REGULAR MEETING FOR SEPTEMBER 24, 1996

2. Water pressure regulators may need to be replaced. We need to identify the location and get more bids. Mr. Thompson will be working with the RM to identify the regulators that need to be changed.

3. Pool rules are being worked on because of a complaint to the Human Rights Commission. The only changes will be to references of age.

4. Glads Landscaping dispute is at a standstill. Our attorney suggests to let them take the next step.

5. Brush and tree trimming in front of patios will be evaluated and a policy will be developed. Mr. Duke suggested that Mr. Silva come back with some guidelines.

6. Mr. Silva mentioned that Hawaiian Electric is giving incentives for businesses to up grade their lighting. We are in the process of planning to change the cabana lighting to fluorescents and also the stairways that still have incandescents. We are waiting for pricing from various companies.

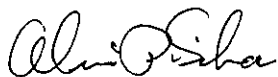
7. Mr. Thompson mentioned we would save a lot on our water bill if we sub-metered our buildings. This would separate the charges for residential use and landscaping. MR. THOMPSON MADE A MOTION THAT WE LOOK INTO SUB-METERING OUR WATER SYSTEM. APPROVED 4-0

8. Accident free winner for August is Mrs. Peggy Hoots.

NEXT MEETING: October 22, 1996; 7pm, Wai'anae Community Center (Satellite City Hall)

ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS AT 8:40 P.M.

MINUTES APPROVED ON OCTOBER 22, 1996.



ALVIN P. SILVA
SECRETARY, BOD, MVP