

ASSOCIATION OF APARTMENT OWNERS - MAKAHA VALLEY PLANTATION

MINUTES - Board of Directors Meeting

Date: September 26, 1989.
Place: Waianae Public Library Meeting Room
Present: Charles Houtchens, Charles Loomis, Blythe Thomas, Tom Youngblood.
Excused Loretta McDaniel

By Invitation: Darlene Harrison & Paul Romais of No Ka Oi Pest Control Co.: Marie Calder, Property Manager, Hawaiiana Management Co.: Ron Wallwork, Resident Manager: James Morrow, Director of Security: Betty Thomas-181A: M/M Tom Pendleton-190A: M/M Floyd Smith-34A: M/M Jim Johnson-159B: Stephen Kirk-124B: M/M Cliff Weber-163A: Bette Larrabee-50A: Irene Houtchens-47A: M/M Ozzie Ford-160A: Tom Powers-88A: Mary Ann Grover-128A: Charles Grant & Anna Epperson-153A: M/M R. Whitacre-156B: Herb Barnett-181B: Elizabeth Celestre-44B: M/M Marvin Tweedy-9B: M/M Bob Walsh-39B: M/M J. Powell-143C: Cecil Bindell-10C: M/M Keith Zeller-144A: John Kauffman-127A: M/M Stephen Hall-172A: Don Tamme-79C.

A quorum being present, President Houtchens opened the meeting at 7:06 PM

The Minutes of the Meeting of August 15th were approved unanimously.

President Houtchens introduced our new Resident Manager, Ron Wallwork, and our new Property Manager, Marie Calder, of Hawaiiana Management, along with Paul Romais and Darlene Harrison of No Ka Oi Termite and Pest Control.

Mr. Romais and Ms Harrison then proceeded to give a presentation re Termite and Pest Control.

Correspondence

- Letter from Mrs. Yeomans - 159B - to New Business
- Letter from Mr. Johnson - 159B - to New Business
- Letter from Gladys Singleton - 173B - letter of Appreciation
- Letter from Dempsey West Properties - 83A - to New Business
- Letter from Mrs. Mason - 58B - to New Business
- Letter from Inga's Realty to Mrs. Johns - 57A - Information
- Letter from Melchin Realty - bid for unit 45A for Resident Manager - Information

Officer's Reports

Mr. Youngblood advised he had no written report re the parking but he did wish to discuss the use of Ala Mahiku Drive which had been approved by the previous Board. Secretary Thomas stated he understood the new State Law permitted Boards of Directors to re-assign unused portions of the Common Element, if these portions were not being used for the purpose originally intended. Property Manager Calder said that this was partially correct, but that it also was in the law that this could be done if there was no objection. We have already had a strong written objection. Mrs. Pendleton suggested we might be able to add parking in numerous areas by indenting such as has been done at the mail delivery areas. It was decided that this will probably be put on the ballot for the next Annual Meeting.

Property Manager's Report

Mrs. Calder had no report, but she did prepare a Treasurer's Report

Treasurer's Report

Receipts for month of August.....	\$ 109,374.56
Disbursements for month of August.....	\$ 124,722.69
Deficit for the month of August.....	\$ 15,348.13
Cash Reserves - Beginning Balance.....	\$ 119,267.67
Ending Balance.....	\$ 120,004.06

Security Report -

Director of Security Morrow's Report is attached.

Unfinished Business

President Houtchens reported that the winner of Accident-Free Days for the month of August was Wylington (Wylie) Ha'o of the Maintenance Staff. Mrs. Calder advised that she had spoken to our insurance agent who was extremely pleased at the progress we were making, and that he hoped our premiums would drop by next year.

Pres. Houtchens advised that we should start on resealing the parking lots - we had bids from Seal Masters and Black Magic. Seal Masters was considerably lower and also they will do portions at a time so that we can pay off one section before starting another. Resident Manager Wallwork advised that Seal Masters had done the parking lots at his previous place and had done an excellent job. It was the Board's decision to have Seal Masters proceed to reseal the area by the car wash and also by the Front Office.

By-Laws and House Rules Updates - it was the Board's decision to forego the Parliamentary and have these done by our Attorneys - Mrs. Calder will arrange.

Re Pest Control - since there were varying opinions as to whether there were or were not termites on the property, it was decided to have Resident Manager Wallwork check further and report at the next meeting.

New Business

Pres. Houtchens reported that we had found need for a Notary Public, not only for our own use, but for others who might be resident on the property. It was unanimously agreed by the Board that we should arrange to have Emerald Souza made a Notary.

Preparation for the 1990 Budget was discussed. Mrs. Calder advised she would prepare an outline and the Board Members and a committee would be appointed to go over it. Mrs. Calder advised we should do so prior to the next Board meeting. She will check a date and confirm with those concerned. Pres. Houtchens appointed Cliff Weber (163A) as Chairman, Steve Kirk (124B), Herb Barnett (181B), Sandy Grant (192A) and Bette Larabee (50A) to the Committee. Definite time and date to be set.

A date for the Annual Meeting was requested. It was suggested that it be at 10:00 AM on Saturday, February 24 at the Terrace Room at the Sheraton Makaha Resort. Resident Manager Wallwork will check with the Sheraton to see if available.

The Board agreed that it had not stated whether the Association would pay for the electricity for the Resident Manager. Since it was done for the previous Resident Manager, it was agreed unanimously that this should be done.

A discussion was held regarding a new copy machine, replacing the one now in the office which was purchased some 6 or so years ago. A quote was received from Copiers Hawaii for a Sharp, and from 3M Harris. It was agreed we would get a quote from Canon as well. Quotes will be received and compared.

A ratification vote was requested confirming the telephone vote for replastering the adult pool. This was necessary so as not to hold up the repairs any longer than necessary. Ratification received.

A ratification vote was also requested for having the palm trees trimmed by Joe's Tree Service. Ratification received.

The September Newsletter has been distributed to the Board members. It was agreed that it would be sent out with a couple of minor changes. Approved unanimously.

A Board of Directors parking stall in each of the 664 and 754 areas and at the Front Office was requested. There were no objections by the board members nor from the audience. Agreed unanimously.

A discussion was held regarding continuing problems on a possible settling of units 107 and 144. Resident Manager Wallwork is having a House Mover check and will report as soon as possible.

Resident Manager Wallwork advised that our truck was on its last legs. The body is falling apart and the clutch has gone completely. The Board requested Mr. Wallwork to check for a used truck for replacement.

Replacement golf carts are also needed. Mr. Wallwork will check out one of his sources, and Mr. Weber advised he is checking with the Sheraton Makaha for possibly purchasing some from them, since they plan to replace some of theirs within the next few months.

The towing of improperly parked vehicles was discussed. It was noted that parking spaces in the Plantation are limited common elements, and as such, a release from an individual owner is not required. It was agreed that our signs showing that we have assigned and visitor parking be updated and that we will send notices to all tenants advising them that we will tow illegally parked vehicles. Pres. Houtchens will confirm the legality of this with our attorney.

With reference to the letter from Mr. Johnson of 159-B, Pres. Houtchens advised that the reading of the letter from Mr. McDaniel requesting Mr. Johnson and Mrs. Yeomans prove their marital status per the bylaws was necessary. Apologizing for having had it read a second time, he stated that embarrassment or harassment of the Johnson's was not his intention and he was very sorry.

Letter from Mrs. Yeomans regarding the fine for the fire in 159-B. The citation should have gone to Mrs. Yeomans rather than to the tenant. The fine was paid by the tenant.

Letter from West/Fox - Capt. Morrow advised that the trouble was definitely caused by the son of Mrs. Fox. After discussion it was agreed to notify Mr. West and Mrs. Fox that their appeal was denied and the fine will stand.

Letter from Mrs. Mason of 58B, was fairly well answered by the letter from Inga's Realty to Mrs. Johns in 57A, which stated that Mrs. Johns' lease would not be renewed and asking her to attempt to find other accommodations as soon as possible, since her son and his friends were causing most of the problems cited by Mrs. Mason.

Next meeting of the Association will be held on Tuesday, October 24th, at the Waianae Public Library.

The President asked the Board to go into Executive Session to discuss on-going or possible litigation and personnel matters at 9:24 PM

Following the Executive Session, the meeting was recalled at 10:05 PM and adjourned at 10:06 PM.

SECURITY REPORT - SEPTEMBER 1989

- Aug. 13 - Fined Unit 51B for trash on stairwell torn up by cats.
16 - Purchased fire hoses and equipment and received two radios from repair.
17 - Received one new radio and put into service.
Units 24B and 159B paid fines.
18 - Fined tenants of 167A for excessive noise and fighting - tenants moved on 09-01
21 - Mailed out late payment notices to 83A, 113A, 116B and 118B. Fine for unit 57A was paid by Inga's Realty - also tenant received a letter from Inga stating the lease would not be renewed.
23 - Third repaired radio along with carrying cases received.
24 - Fined unit 31A for children playing on washhouse railing - tenant of 31A mailed fine payment to Hawaiiana Management
28 - Late payment notice sent to Unit 51B
31 - Training in use of new fire hoses was held for Security Staff by the Waianae Fire Department.
- Sep. 9 - Fined Unit 61B for loud stereo after receiving 3 citations
Fined Unit 40B for excessive noise and failing to comply with previous advisements
12 - Mailed letters to Units 30 and 31A regarding their children still playing under buildings after repeated warnings - if caught again will mean \$50.00 fine.
15 - Cited Units 107C, 113C and 116B for playing on the roof of the maintenance shack
16 - Mr. Larry Bighouse of 116B Assaulted Security Officer Mike Phelan at the Front Gate shoving him and cursing him and attempting to provoke him into a confrontation because Security Officer Phelan caught his son, Justin Bighouse, on the roof of the maintenance shack and cited them for it. Security Officer Mafi stepped between them and told Mr. Bighouse to leave.
18 - Pleased to have Mr. Ron Wallwork, new Resident Manager, on duty.
19 - Mailed out late payment notice to Unit 61B.
- Two pool attendants hired covering Family Pool 7 days a week

Fines Imposed

8/14 - 51B - \$25.00		8/18 - 167A - \$25.00		8-24 - 31A - \$25.00
8/24 - 31A - \$25.00		9-08 - 61B - \$25.00		9-09 - 40B - \$25.00
Total Assessment - \$125.00		Total Paid		- \$ 50.00
Total Outstanding - \$ 50.00 (Units 51B & 61B)				
Total Dropped - \$25.00 (Tenants 167A moved off property)				
Outstanding from Last Report - \$100.00 (Units 83A, 113A, 116B & 118B)				

James Morrow, Director of Security, Burns International Security.