

MINUTES
H.O.V.E. ROAD MAINTENANCE CORP.
Thursday, February 6, 1996

The meeting was called to order at 4:02 P.M. at St. Jude's Church with Bob Self, Jim Wiese, Tito Haggardt, Steve McKinney and Al Garcia present. Excused were Frank Harper and Don Swangel. Also present were Jean Redman, Jeff Anderson, Jason Bishop, John Avery and one unidentified man who works with Jason & John.

Bob Self announced that collections for 1996 were coming in at an excellent pace and that the County of Hawaii is in the process of passing an ordinance to allow the police to enforce the traffic code within H.O.V.E.

Tito read a letter from a lot owner commending Mac Kaupu, our foreman, on the exemplary job he did on containing a runaway fire in H.O.V.E. recently.

The minutes of the previous meeting were approved as read. A question was asked regarding the status on the reflective tape for Lotus Blossom Lane that was widened. Jim Wiese was to get the name of the supplier and order the tape.

The treasurer's report was approved as read.

Jeff Anderson read the foreman's report and indicated that the International truck was having serious engine problems. Jeff discussed the options with respect to repairs and submitted 2 bids for cost of repairs. Jim Wiese moved to proceed at Jeff's suggestion that Wayne's Diesel Repair be hired to repair the engine at a cost of \$7176. Steve McKinney seconded the motion. All in favor.

The planning committee reported that the Corporation should proceed with plans for doing outside work, such as driveways, in the future. Jim Wiese figured that the Corporation has 2 full years of work including widening of roads and cutting back rock outcroppings at some intersections. The plan will be tabled until the March meeting. It is the hope of the committee that by doing this outside work that the assessments would drop.

The legal committee indicated that no further action has been taken regarding possible law suits by Neal Stone and Nick Holt.

Jim Wiese reported that he would have a preliminary budget for the board at the March meeting.

Jason Bishop addressed the board on the possible liability the road corporation may have with the holes and gullies on the sides of some roadways. Bob Self indicated that these holes were on private property and therefore would take the liability off the Corporation.

Jason asked that the Corporation consider hiring him to construct rock barriers in various spots that would prevent vehicles from going over the edge into a "puka". Bob Self suggested that Jason and Jeff Anderson look at some of these problem areas. This was tabled until the March meeting.

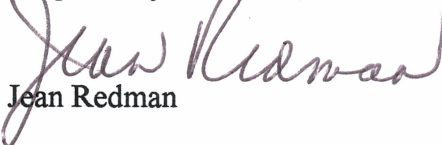
A general authorization was passed by the board that would allow the payment of various bills in excess of \$1,000 without further board action as called for in Article VIII, Section 8.3 of the by-laws. (Copy included in minutes book)

An invitation to join the Ocean View Business Association was presented to the Board. Steve McKinney moved that the Corporation pay \$25 to the OVBA for membership. Al Garcia seconded. Jim Wiese said that he was not in favor of joining until every road is paved within the sub-division. Al Garcia and Steve McKinney in favor, Jim Wiese opposed, Tito abstained as he is the president of OVBA.

Al Garcia supplied a memo to all board members indicating his desire to continue on the board after his term of re-instatement expires in April 1996. After some discussion, this subject was to be brought up again at the March meeting.

The meeting was adjourned at 5:10 P.M.

Respectfully submitted,


Jean Redman

February 6, 1996

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A18-OCT-95</u> Have legal Committee research if property dedicated to County can rezoned.	Requested by Board Member at Annual meeting	Tito still looking at this item.
<u>A-1-JAN 96</u> Have legal Committee research how easements can be handled	Easements are required by property owners	?????
<u>M26-DEC-95</u> Purchase concrete strips for Walkway	Tabled until January Board meeting.	Disapproved by board
<u>M-1 JAN-96</u> Stripe Lotus Blossom from Town center to Princess "K"	Approved by Board	????? <i>Awaiting supplier of striping material.</i>

(Next Action item for 1996 - Action -A2, Resolution -R1, Motion - M2)

MINUTES
BOARD OF DIRECTORS-H.O.V.E.R.M.C.
TUESDAY, FEBRUARY 6, 1996

MARCH *JK*

The meeting was called to order at 4:00 P.M.

Members present were Bob Self, Al Garcia, Don Swangel, Steve McKinney, Tito, and Jim Wiese. Excused was Frank Harper.

Announcements:

Contact with the attorney will be coordinated with the office manager.

Minutes:

The minutes were approved as sent out to the board members.

Treasurer's Report:

The financial report was approved as read by Jim Wiese.

Foreman's Report:

The striping on Lotus Blossom Lane was discussed and scheduling of that project needs attention.

Committee Reports:

Legal - A letter of opinion from our attorney regarding filling vacancies on the board of directors.

Budget - Jim Wiese presented a tentative 1997 budget that projects completion of the roads by the end of 1997.

Road - Al asked about extending the lower part of Bamboo below Aloha Blvd. Some members indicated that it would be almost impossible to do that. The map will be changed to reflect that the particular segment of Bamboo is not a through street. Don Swangel indicated that there are 4 cars at the end of Lei at King Kalakaua.

Unfinished Business:

Outside work was discussed. Steve McKinney stated that the priority is to complete all the roads within H.O.V.E. but we should begin looking at the future and have enough lead time to implement "outside work". This would include a change in the Articles of Incorporation and By-laws and would have to be voted on by the entire membership. The corporation would have to obtain a contractor's license as well. Various possibilities were discussed, such as having Jean or Mac get a license or hiring an outside contractor. The cost to the corporation for having Jean or Mac get a license is \$2000 - 2500. Tito wants to track man hours in the future to get a better handle on the exact cost of what it will cost to do various procedures.

Safety meetings are to be scheduled with the crew.

Don Swangel, Tito and Steve McKinney are to draft a preliminary job description for the crew.

The proposal by Jason Bishop was postponed until he could gather more information. Jim Wiese suggested that our crew could probably do a lot of the rock work that is being considered by Jason.

Tito moved that Al Garcia finish out the 1996 year until Al can run for election. Steve McKinney seconded. Carried. (Al abstained)

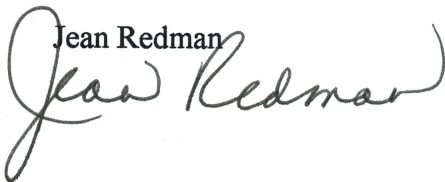
New Business:

A letter from Jim Wiese was handed out regarding his upcoming extended trip. Tito moved that the board accept Jim's excuse for three months. Don Swangel seconded. All in favor. It was suggested that because Jim, as treasurer, would be away for 3 months, that this would make signing checks difficult. Bob Self asked Jim to step down as treasurer for 3 months. Jim Wiese tendered his resignation as treasurer. Steve seconded. All in favor. Steve McKinney moved that Tito be appointed treasurer. Don Swangel seconded. All in favor.

Meeting adjourned at 5:10 P.M.

Respectfully submitted,

Jean Redman

A handwritten signature in cursive script that reads "Jean Redman". The signature is written in dark ink and is positioned below the typed name.

MINUTES
BOARD MEETING APRIL 2, 1996

I. Call to Order. The meeting was called to order at 400 PM 1996 at St. Judes Episcopal Church by President Bob Self. Members present were: Al Garcia, Tito Haggard, Frank Harper, Steve McKinney and Don Swangle. Jim Wiese was excused.

II. Announcements. The Workman's Compensation claim by Eldon Johansen against H.O.V.E. Road Maintenance Corporation has been settled for \$15,000. This may increase our costs in this area.

III. Minutes of Previous Meeting. The minutes were approved as sent out to the board members.

IV. Treasurer's Report. The Treasurer's Report of March 31, 1996 was read by Treasurer Tito Haggard. He indicated that 66% of billed assessments have been received to date. Total current assets in Cash and Trusts is \$2,495,317.54 with \$307,473.35 in Fixed Assets for a total of \$2,802,790.89 as Total Assets.

V. Foreman's Report.

1. Tiki and Mahimahi - total of 9 blocks were graded and rolled. 3/4 base course was hauled for final preparation, (2 1/4 miles).
2. Mahimahi, Tiki and Orchid - total of 17 blocks were chipseal and oiled (2 layers of CRS2 oil and 3/8" chip were laid), (4 1/4 miles)
3. Mahimahi, Reef and Tiki - total of 14 blocks were being prepared (graded, widened, rolled, water run-offs prepared and 3/4" road base hauled), (3 1/2 miles).
4. Shoulder work filled the majority of the work schedule for March. Two examples are the corner of Hawaii and Hukilau and Hukilau between Orchid and Lehua. We are still working on widening Lehua because of the new truck route.

VI. Committee Reports.

1. Steve Mckinney reported upon the review of Job descriptions of the Road Corporations employees.
2. Road Committee discussed having the road crew put down aprons for driveways when they were working on roads. Board approved having the crew chip seal an apron for driveways up to property lines on future road work. This should help protect the right a way from damage from rocks and gravel thrown on road from cars using their driveways. Use of a Transit by the road crew to determine property lines was also discussed and it was determined that a Transit should be rented to determine if this was feasible.


VII. Unfinished Business. Same as the items listed in the February 6, 1996 minutes.

VIII. New Business.

1. Purchase of a tractor for weed control was discussed. This item was tabled until more details could be furnished.
2. Purchase of a small rock crusher was also tabled until more information was available.
3. Installation of a concrete slab to protect area around oil tank was discussed. Motion was made by Frank Harper, seconded by Al Garcia and approved by the board to have this requirement reviewed by a knowledgeable contractor and have a recommendation on this requirement at the next board meeting in May.

IX. Adjournment. Meeting adjourned at 4:48 Tuesday April 2, 1996

Submitted


F. M. Harper, Secretary

Approved


Bob Self, President

MINUTES
BOARD MEETING
June 6, 1995

I. Call to Order: Meeting was called to order at 4:00PM. At St. Jude's Episcopal Church by President Bob Self. Members present were; Al Garcia, Tito Haggard, Frank Harper, and Steve McKinney, Excused - Jim Wiese and Don Swangle.

II. Announcements: None.

III. Minutes of Previous Meeting: The minutes of the previous meeting were provided to each board member, There were no objections so they were approved as submitted.

IV. Treasurer's Report: The Balance Sheet and Income / Expense Statement for period ending 31 May 1996 was provided to each board member. Assessments for current year are coming in with \$880,810 or 76% received to date

V. Foreman's Report: Was given by Shop Foreman : There are only eight (8) more miles to resurface from original plan. Some of the earlier roads will have to be done over with a better base. All equipment was up.

VI. Committee Reports: Budget Committee submitted its report (attached). Its recommendations are:

1. That the budget for 1997 be established at \$925,706
2. That the assessment for each un - incorporated lot be set at \$95.00 for 1997
3. That the Road Corporations long Range Plan be up dated to include years 2001 and 2002.

VII. Unfinished Business:

1. Concrete Slab at Base Yard - Every contractor but one require engineer's plan before the will provide quote. The one quote received was for \$12,000. We will require two (2) 1,000 gallon tanks to be protected by containment Board Director Tito Haggard was directed to follow up on this requirement

2. Bids on Street Signs: Received two (2) bids on 118 street signs both bids did not include shipping or tax, bids were for \$2,737.60 and \$3, 230. Low bid of \$2,737.60 submitted by Ocean View Signs was selected. Motion to select lowest bid was made by Frank Harper and seconded by Tito Haggard.

3. Price on Mower/Sweeper- \$35,000 for new unit or \$15,600 for used unit. After much discussion Steve McKenny made a motion seconded by Frank Harper that we purchase the used unit if it was in good shape.

VIII New Business:

1. Safety on Aloha Blvd - Board Member Al Garcia, thought that serious safety hazards existed on Aloha Blvd due to its use as a truck route and recommended that speed bumps be installed and that truck escape ramps should be provided. After much discussion Al Garcia was appointed Chairman of the Safety Committee to study this problem, for future reports to the board and solution of this problem.

2. Volunteer Fire Department requested assistance in building and equipping New Fire House. At present our Bylaws don't allow any funds to be spent unless they are for H.O.V.E. roads. Legal Committee (Tito Haggard) was directed to prepare change to our Bylaws for submission to lawyer for review, for possible inclusion in annual newsletter for vote by General Membership.

3. CDL licenses for work crew, still working on this item as it was thought that our operators has these licenses.

4. Board Director Al Garcia questioned the board on the possibility of the providing free copies to seniors at the Road Corporation's Office. After much discussion it was determined that this would disrupt the office routine and that seniors had other sources of free copies.

IX. Executive Session At 4:59 PM a motion was made by Steve Mc Kinney and seconded by Al Garcia that the board go into Executive Session to consider personnel matters. It was determined that the position of Shop Foreman will be eliminated and that the Leadworker position will not be utilized. The crew will consist of the following positions: Working Foreman, Mechanic Operator, Operator, and two (2) Laborers

X. Meeting Adjourned: At 5:31 , June 6, 1996

Submitted


F.M. Harper, Secretary

Approved


Bob Self, President

H.O.V.E. ROAD MAINTENANCE CORP.
BOARD OF DIRECTORS MEETING
JULY 2, 1996

The meeting was called to order at 4:00 p.m. at St. Jude's Church with Steve McKinney, Tito, Al Garcia and Don Swangel present. Excused were Bob Self, Frank Harper and Jim Wiese.

Foreman, Mac Kaupu was also present.

Minutes of the previous meeting were questioned regarding the number of miles reported as being completed for 1996.

The treasurer's report was ^{ssed} past out and approved.

The foreman's report was given and discussed.

Committee Reports were given as follows:

Safety - Jim Steenberg's name will be added to the committee list

Survey for newsletter on safety was discussed. Moved by Al Garcia that the membership be asked to participate. Seconded by Tito. All approved.

Planning - A 5 year draft plan was distributed. A change in the Articles of Incorporation was discussed. Moved by Tito to add under Article VII, a new section (9) which would read, "To allow road maintenance personnel to engage in outside road-related work, such as road maintenance, road building, and driveway and parking lot construction, to supplement funds available to the corporation used for roadway purposes." Seconded by Al Garcia. All in favor.

Discussion on whether an article could be placed in the upcoming newsletter soliciting donations for the volunteer fire department and a motion for the same by Tito. Don Swangel seconded. All in favor.

No unfinished or new business.

Motion by Tito to adjourn.

(Minutes taken by Tito)

MINUTES - BOARD MEETING

Aug. 6, 1996

I. Call to Order: Meeting was called to order at 4:00PM. At St. Jude's Episcopal Church by President Bob Self. Members present were; Tito Haggard, Frank Harper, and Steve McKinney, Don Swangle Absent - Jim Wiese

II. Announcements: The President announced that Al Garcia had submitted his resignation, effective today. Board accepted this resignation. The President greeted the seven (7) guests present at the meeting.

III. Minutes of Previous Meeting. The minutes of the previous meeting were provided to each board member, There were no objections so they were approved as submitted.

IV. Treasurer's Report: The Balance Sheet and Income / Expense Statement for period ending July 31, 1996 was provided to each board member. Assessments for current year are coming in with 81% received to date.

V. Foreman's Report: Was given by Foreman : About 4 or 5 miles of roads were completed this month Numerous pot hole were patched and intersections with blind spots were weed whacked. Some of the earlier roads will have to be done over with a better base. The 544B had a blown head gasket which was repaired and is back on the line.

VI. Committee Reports. The Planning Committee provided a proposed long range plan for review and requested that the Board be ready to discuss this plan at the next meeting.

VII. Unfinished Business: The status of the new mower was discussed.

VIII New Business:

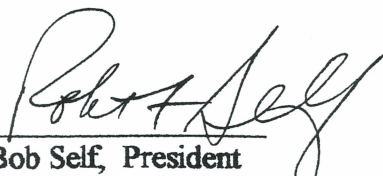
1. The President announced who would represent the Corporation in scheduled Union Negotiations. They are; Himself, Carl Winge and Ken Arbo.

2. Mr. David Taylor gave a presentation on County Project to remove derelict vehicles. The Board approved this program for H.O.V.E. and designated the base yard and the cinder pit as collection areas for these vehicles.

3. The Board discussed possible revisions or additions to the by-laws to address the problem of members running for the Board who have not paid their road assessments. This was referred to the Legal Committee for interpretation of Article VIII of our ~~Constitution~~ ^{Articles of INC.} which states "All owners of lots within the Hawaiian View Estates subdivision shall be entitled to be members upon payment of such reasonable dues or none, as set by the Board of Directors from time to time" The question is? Is "reasonable dues" the same as road assessments. If not, recommend that the Article III: Board of Directors of the by-laws be revised by adding to 3.1 the following.....All members of the Board of Directors must be *paid in full members or have entered into a written agreement whereby regular payments are made to the Corporation to satisfy this debt.*

IX. Adjourn. Meeting adjourned at 5:11 P.M.

Submitted 
F.M. Harper, Secretary

Approved 
Bob Self, President

MINUTES BOARD MEETING
SEPTEMBER 3, 1996

I. Call to Order. Meeting was called to order at 4:00 PM at St Judes Episcopal Church by President Bob Self. Members present were: , Tito Haggard, Frank Harper, Steve McKinney, Don Swangle. Jim Wiese was absent

II Announcements;

1. President Bob Self reminded all board members that the Annual Membership Meeting would be held at HOVECA at 10:00 on the 12 th of October, this is the general membership meeting and elections for 1996. In addition the President asked if there would any objections if the monthly meeting for October was scheduled after the General Membership Meeting on this date . There were no objections so the regular Board Meeting for October was scheduled after the Annual Membership Meeting .

2. President Bob Self reported that the Operations Foreman was sick but that he expected him to be back on the job in the next couple of days.

III Minutes of Previous Meeting. The Minutes of the previous board meeting were provided to each board member, there were no objections to these minutes so they were approved as submitted.

IV Treasurer's Report;

1. The Balance Sheet and Income / Expense Statement for period ending August 31, 1996 was provided to each board member.

2. Assessments for 1996 are at 84% or \$966,228 has been collected todate.

V. Foremans Report. Grading and shoulder work is proceeding on schedule, presently working on Coconut. There is still some work required to be accomplished on the mower before it is accepted.

VI. Committee Reports. The "Long Range Plan" for the Road Corporation Board was submitted to board for approval. Motion was made by Steve McKinny and seconded by Tito Haggard to approve this plan this motion was approved by the board .

VII. Unfinished Business; The installation of concrete strips for protection of the walkways on Lotus Blossom was discussed. It was determined that these strips could be procured and used for various purposes including walkways under present funding guidance. The President indicated that he would take care of this matter.

VIII. New Business:

1. The absence of Jim Weise for over three meetings was discussed. A Motion was made by Frank Harper and seconded by Don Swangle that this excessive absence be excused. This motion was approved by the board.

2. The resignation of Al Garcia from the board was discussed and it was determined that a "Letter of Appreciation" be prepared to recognize Mr. Garcia's service to the community by serving on the Road Corporation. Tito Haggard volunteered to draft this letter.

IX. Meeting Adjourned to Executive Session at 4:39 PM to consider salary matter concerning Office Manager. Motion for this session was made by Frank Harper and seconded by Steve McKinny and approved by the board. The following is the finding of this session:

1. Because of a problem in the establishment of an annuity for the Office Manager effective May 1995 as per Executive Session 5/2/95, the Board of Directors has terminated the 403(B) annuity plan for this employee as of September 1996.

2. In its place the present Office Manager will receive the same salary as the Working Foreman, with a maximum of 15% of that amount to be paid into a SEP-IRA by the Corporation on the present employee's behalf.

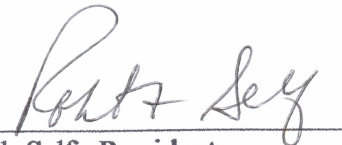
IX. Meeting Adjourned; at 4:55 PM.

Submitted



F. M. Harper, Secretary

Approved



Bob Self, President

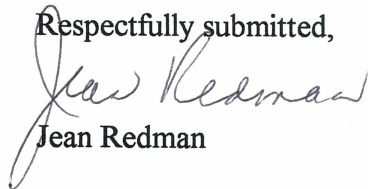
BOARD OF DIRECTORS MEETING
SATURDAY, OCTOBER 12, 1996

The meeting was called to order immediately following the general membership meeting. Election of officers took place with the following results: Nominated for President by Frank Harper was Bob Self. Also nominated was Tito Haggardt by Thad Clark. Elected to the position was Tito Haggard by a vote of 7 to 4. Bob Self nominated Steve McKinney as Vice President. Unanimously elected. Nominated for Treasurer by Steve McKinney was Frank Harper. Unanimously elected. Courtney Murrill agreed to serve as Secretary for the next year.

President Tito Haggardt carried on with the agenda. Jean Redman gave the foreman's report in Mac Kaupu's absence. Under new business, Tito brought up the possibility of the Corporation furnishing the crew with safety boots. After much discussion it was decided to contact OSHA to see what their requirements are and to report back to the next meeting. Also discussed and tabled until the next meeting was a letter sent to the Board of Directors from Merle Martin.

The meeting was adjourned at 11:15 A.M.

Respectfully submitted,



Jean Redman

MINUTES OF GENERAL MEMBERSHIP MEETING
SATURDAY OCTOBER 12, 1996

The meeting was called to order at 10:00 A.M. by President Bob Self. Present were Steve McKinney, Don Swangel, Jim Wiese, Frank Harper and Tito Haggardt. Approximately 60 lot owners were also in attendance.

The results of the ballot were announced and the results are listed below:
The 1997 budget and paving plan approved 1975 in favor, 104 against
Change in Article of Incorp. re: outside work, 1906 in favor, 166 against
Change in By-law to require board members to be current in assessments or enter into a written payment agreement 1979 in favor, 111 against


Elected to Board positions were Don Swangel (1772 votes), Jim Shilzony (1723 votes), Bob Self (1640 votes) and David Irvine (1676 votes) to 3 year terms. Courtney Murrill (1520 votes), Joe Jensen (1499 votes) and Thad Clark (1489 votes) to two year terms.

The minutes of the last general membership meeting were available to the membership as was the treasurer's report. Both reports were approved as presented.

Some discussion followed regarding the County Road Standard.

The meeting was adjourned at 10:20 A.M.

Respectfully submitted,


Jean Redman

H.O.V.E. Road Maintenance Corporation
Board of Directors Meeting
St. Judes Church
November 5, 1996

I. CALL TO ORDER

The monthly board meeting of the H.O.V.E. Road Maintenance Corporation was called to order by Chair Tito Haggardt at 4:30 p.m.

Present were: Tito Haggardt, Frank Harper, David Irvine, Jim Shilzony, Jim Wiese, Steven McKinney, Courtney Murrill, Joe Jensen, Thad Clark, Bob Self, Directors; Jean Redman, Staff; Ken Arbo, Member; Bob Barry, Guest.

II. ANNOUNCEMENTS

A. Arbo discussed & answered questions regarding a letter he submitted to the board relating to the disadvantages of outside work.

B. Barry stated that H.O.V.R. subdivision is looking for outside contractors to do road work & looked favorably upon H.O.V.E. Road Maint. Corp. as a possible contractor.

C. Haggardt reviewed some of the ballots that were returned with written comments.

D. Committees were appointed & assigned by Haggardt as follows:

1. Newsletter, Redman; Haggardt noted that all committee chairs should help.
2. Bylaws, Murrill
3. Road Work, Wiese
4. Safety, Shilzony
5. Budget & Finance, Clark
6. Legal, Jensen
7. Planning, McKinney
8. Outside Work, Irvine

III. MINUTES of 10/12/96 were accepted & approved

IV. TREASURER'S REPORT (on file)

V. FOREMAN'S REPORT

A foreman's report for August, September, October was submitted by Redman in Mac Kaupu's absence. A change was made in the "Abandoned Cars" section, line 6, 7th word to read as "base yard" not "bastard."

VI. UNFINISHED BUSINESS

A. Safety Boots

Haggardt presented materials from OSHA regarding employer responsibilities. A motion was made by Irvine to require that workers wear & purchase safety boots from their \$300 clothing allowance. After discussion, the motion was amended by Harper to recommend that workers wear & purchase safety boots from their \$300 clothing allowance. The amended motion failed 5 to 4 with Wiese abstaining & the Chair casting the deciding vote. The original motion was then voted upon & failed 5 to 4. It was mentioned that safety boots was now a dead issue, & there should be no further discussion on the matter.

Meeting adjourned at 5:30 p.m. & went to Executive Session.

Respectfully submitted,



Courtney A. Murrill

H.O.V.E. Road Maintenance Corporation
Board of Directors Meeting
St. Judes Church
December 3, 1996

CALL TO ORDER

The monthly board meeting of the H.O.V.E. Road Maintenance Corporation was called to order by Chair Tito Haggardt at 4:05 p.m.

Present were: Directors: Tito Haggardt, Frank Harper, David Irvine, Jim Wiese, Steven McKinney, Courtney Murrill, Joe Jensen, Thad Clark, Bob Self, Don Swangle; Staff: Jean Redman; Members: Merle Martin, Eugene & Veronika Dudoit.

II. ANNOUNCEMENTS

A. Martin discussed the disadvantages of outside work, and the corporation's first priority should be to complete the road work as specified in the original mandate.

B. Haggardt mentioned that our liability insurance was up for renewal, and a crew was coming to inspect the roads. This may mean reduced insurance costs.

C. Dudoit presented a business trade between his company, Aloha Rubbish & the Road Corporation. Aloha Rubbish would like to bring rock fill in exchange for cinder, and there is a sample available at the road yard to look at. It was decided to discuss this matter further at the next meeting.

III. MINUTES of 11/05/96 were accepted with the following corrections: delete last sentence, "Meeting adjourned...;" add an item VII to read, "Executive Session. The union contract was presented and approved unanimously;" and, add item VIII to read, "Meeting adjourned at 6 p.m."

IV. TREASURER'S REPORT (on file)

V. FOREMAN'S REPORT

A foreman's report for November was submitted by Redman in Mac Kaupu's absence.

VI. UNFINISHED BUSINESS

A letter requesting that the police provide a regular schedule in H.O.V.E. was presented to the board for review. A motion was made by McKinney to send the letter on Road Corporation letterhead, and have it signed by the President. The motion was approved unanimously.

VII. NEW BUSINESS

It was requested that budget revisions concerning electricity at the road yard and the professional audit being put out to bid be deferred till the January meeting.

VIII. EXECUTIVE SESSION

It was decided unanimously that a Christmas bonus and a clothing allowance that will be reimbursed on receipts be given to the employees.

IX. Meeting adjourned at 5:40 p.m.