

DRAFT

**BOARD OF DIRECTORS MEETING  
MCNARY HIGHLANDS CONDOMINIUM  
OCTOBER 22, 2007  
Page 1 of 2**

**THE MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUMS BOARD OF DIRECTORS MEETING  
HELD AT 6:30 PM ON OCTOBER 22, 2007 AT 3433 MCNARY PARKWAY, #108, LAKE OSWEGO  
OREGON.**

**Present:** Bill Barnes, Chairman  
Molly French, Treasurer  
Christine Sutton, Director  
Brandon Hall, Director

**Absent:** Beth Erlandson, Secretary

**By Invitation:** Nancy La Voie, Community Manager  
**COMMUNITY MANAGEMENT, INC**

**I. CALL TO ORDER**

The meeting was called to order at 6:35 pm.

**II. OWNER'S FORUM**

An owner expressed concern about a chimney cleaning notice. Owner was advised to contact Oregon Chimney to have it checked from inside.

**III. APPROVAL OF PREVIOUS MEETING MINUTES**

Molly French asked that the minutes from the September meeting be corrected to reflect her report that the proposed 2008 budget contained a 5% increase overall.

**AGREED:**

Chris Sutton made a motion to accept the September minutes as amended. The motion was seconded and carried unanimously.

**IV. REPORTS AND DISCUSSIONS**

**A. TREASURER'S REPORT**

Molly French reported that operating increase of 5% was accurate and recommended a conservative reserve funding plan.

**B. ENVELOPE INSPECTION**

Chris Sutton reported that a home inspector would inspect the building envelopes for \$150 per building. Discussion followed regarding the level of inspection to be provided and whether a more in depth inspection would provide better information for future maintenance planning. Chris will get more information from the home inspector and the Board will revisit in November.

**C. COMMUNITY MANAGER'S STATUS REPORT**

Nancy Reed reported on the status of the interior repairs at unit #602 and the status of the siding replacement at building 8.

**V. NEW BUSINESS**

**A. Janitorial Services Proposal** – The Board reviewed the proposed schedule for additional maintenance services. Chris Sutton will ask landscapers for cost proposals for moss removal and carport cleaning.

**VI. NEXT MEETING DATE**

The next meeting will be held on November 12, 2007/

DRAFT

**VII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:30 PM.