

APPROVED

**BOARD OF DIRECTORS MEETING
MCNARY HIGHLANDS CONDOMINIUM
DECEMBER 17, 2007
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**THE MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUMS BOARD OF DIRECTORS MEETING
HELD AT 6:30 PM ON DECEMBER 17, 2007 AT 3433 MCNARY PARKWAY, #108, LAKE OSWEGO
OREGON.**

Present: Bill Barnes, Chairman
Beth Erlendson, Secretary
Christine Sutton, Director
Brandon Hall, Director

Absent: Molly French, Treasurer

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. APPROVAL OF PREVIOUS MEETING MINUTES

Agreed:

Chris Sutton made a motion to accept the November minutes as presented. Brandon Hall seconded the motion and it carried unanimously.

III. REPORTS AND DISCUSSIONS

A. Financial Report – The Board reviewed the November financial report and the accounts receivable report.

B. Status Report – The Board reviewed the proposal from Interstate Roofing to clean all the gutters and downspouts.

Agreed:

Bill Barnes made a motion to accept the Interstate Roofing proposal. Brandon Hall seconded the motion and it carried unanimously.

C. Review of Inspection Proposals – A discussion ensued regarding possibly adding the inspections of the entry decks for buildings 1 through 4, and building 7 if the cost is reasonable.

Agreed:

Brandon Hall made a motion to accept the proposal from Eagle Eye Inspection to inspect all siding and decks for \$4,150, and select entry decks for an additional amount; total expense not to exceed \$5,000. Beth Erlendson seconded the motion and it carried unanimously.

D. Goals for 2008 – The Board discussed goals for the upcoming year. There was a discussion to set a date for a planning session after completion of the building inspections. Tentatively, the Board agreed upon February 9, 2008, from 10:00 am to 2:00 pm.

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IV. OLD BUSINESS

- A. Lighting Installation**– Beth Erlendson reported that the lighting installation should cost approximately \$1,800.

Agreed:

Brandon Hall made a motion to approve up to \$2,000 for the light fixture installation. Bill Barnes seconded the motion and it carried unanimously.

- B. Landscaping Update** – It was reported that the City of Lake Oswego had denied the Association's application for tree removal. Discussion followed regarding the possibility of hiring a consultant to assist in the application process.

V. NEW BUSINESS

Architectural Modification at #604 - It was reported that the owner of unit 604 had changed his sliding glass door without first obtaining permission from the Board of Directors.

ACTION:

CMI will send a letter to the owner requesting information on the change and requiring owner to sign an Architectural Modification form.

Discussion followed regarding a special letter to owners reminding them of the process for applying for architectural modifications if work affects the exterior of the building, and reporting interior changes for Association insurance purposes.

VI. ADJOURNMENT

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