

Approved 9/22/2008

**MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
AUGUST 25, 2008
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**MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF
DIRECTORS MEETING HELD ON AUGUST 25, 2008 AT 6:30 PM AT 3433
MCNARY PARKWAY #108, LAKE OSWEGO, OREGON 97035.**

PRESENT: Beth Erlendson, Chairman
Ann Condon, Secretary
Bill Barnes, Treasurer
Christine Sutton, Director
Brandon Hall, Director

BY INVITATION: Debra Leloff, Community Manager
Mike Pilotte, Community Manager
Cheryl Brendle, Senior Vice President
Community Management, Inc.
Karna Gustafson, Attorney
Landye, Bennett & Blumstein

I. CALL TO ORDER

The meeting was called to order by the Chair Beth Erlendson at 6:43 PM.

II. CONVENE EXECUTIVE SESSION

Chair Erlendson convened an Executive Session of the Board at 6:45 PM to discuss certain matters related to the collection of unpaid assessments with the Association's legal counsel Karna Gustafson.

III. ADJOURN EXECUTIVE SESSION

The Executive Session was adjourned at 7:40 PM.

IV. RECONVENE BOARD MEETING

Chair Erlendson reconvened the Board meeting at 7:45 PM.

V. ACTION FROM EXECUTIVE SESSION

AGREED: - Beth Erlendson moved that the Association authorize its attorney to proceed with foreclosure of unit #303 and that Treasurer/Director Bill Barnes be appointed to be the Board's Liaison with the attorney. The motion was seconded and carried without objection.

VI. APPROVAL OF PREVIOUS MEETING MINUTES

AGREED: Brandon Hall moved approval of the minutes of the July 28, 2008 meeting as previously circulated. The motion was seconded and carried without objection.

VII. AMENDMENT OF AGENDA

A discussion about parking will be moved to the end of the agenda.

VIII. FINANCIAL REPORT (CMI on Behalf of Treasurer)

Cheryl Brendle delivered the financial report for the period ending July 31, 2008.

IX. JR JOHNSON CHANGE ORDERS

A. TRASH ENCLOSURES – A bid for replacing and painting the doors on two trash enclosures was reviewed.

AGREED: Beth Erlendson moved approval of JR Johnson's bid in the amount of \$2,516. The motion was seconded and carried without objection.

B. CARPORT REPAIRS – A bid for repairing the carport across from building #1 was considered.

AGREED: Beth Erlendson moved approval of JR Johnson's bid in the amount of \$795. The motion was seconded and carried without objection.

C. REPLACE CHIMNEY CAP UNIT #212

AGREED: Beth Erlendson moved approval of the purchase of a new chimney cap at a cost of \$1,105 to resolve the roof leak above unit #212. The motion was seconded and carried without objection.

X. OLD BUSINESS

A. FRENCH DRAIN IN FRONT OF BUILDING 2 – A bid from Pacific Landscaping for installation of a French drain in front of building 2 is considered.

AGREED: Beth Erlendson moved approval of the French drain installation at a cost of \$3,760. The motion was seconded and carried without objection.

B. TOUCH UP PAINTING BUILDINGS 1-4 – The Board discussed that touch up painting on the entries of buildings 1-4 must be completed before the wet weather sets in. CMI will pursue a bid for this work from JR Johnson and other painters. As soon as the bids are obtained, they are to be sent to the Board so that this work can be expedited.

C. ON SITE RESERVE STUDY WALK THROUGH SCHEDULED – A walk through with the reserve study consultant will take place on Tuesday September 9 2008 at 8:30 AM. Representatives from CMI and Treasurer Barnes will attend the walk through.

XI. NEW BUSINESS

A. PARKING ISSUES – A discussion ensued regarding whether the parking spaces in front of buildings 1-4 should be modified when the paving contractor restripes the lot next week. It is determined that no changes will be made at this time.

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The Association's parking regulations do not currently restrict the parking in open spaces to the residents of a particular building. Some directors expressed interest in regulating the spaces, making them beneficial to the residents of an adjacent building. CMI shares ideas with the Board about how other Associations allocate open parking. No decision is made at this time.

XII. NEXT MEETING SCHEDULED

The next regularly scheduled meeting of the Board will take place on Monday September 22, 2008 at 6:30 PM in unit #108.

XIII. MEETING ADJOURNMENT

The meeting was adjourned at 9:00 pm.