

**MCNARY HIGHLANDS CONDOMINIUM  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 22, 2008  
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**MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON MONDAY SEPTEMBER 22, 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:** Mike Pilotte, Community Manager  
Cheryl Brendle, Senior Vice President  
**Community Management, Inc.**

**I. CALL TO ORDER**

The meeting was called to order at 6:35 by Chairman Beth Erlendson.

**II. APPROVAL OF AGENDA**

Director Brandon Hall made a motion to approve the agenda. The motion was seconded and carried unanimously.

**III. APPROVAL OF AUGUST 25, 2008 MINUTES**

Director Brandon Hall made a motion to approve the August 25, 2008 minutes. The motion was seconded and carried unanimously.

**IV. TREASURER'S REPORT**

Community Manager Cheryl Brendle gave a brief overview of the August 2008 financial statement.

**A. DISCUSSION OF 2009 BUDGET** - Discussion of the 2009 budget was tabled until the next Board meeting so the Board could have more time to review.

**B. 2009 RESERVE STUDY** - A draft version of the 2009 reserve study was presented as received from Dan Huntley of WSSC. The Board will work with CMI to make more corrections before the reserve study can be finalized.

**V. OLD BUSINESS**

**A. Cleaning & Repair of Decks Buildings 5-8**

The possibility of deck staining was discussed. The board wants to hear more about other repairs on these decks prior to having them stained.

**B. PAINTING BIDS ENTRIES BUILDINGS 1-4**

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Three bids to paint the entries of the lower buildings are discussed.

**AGREED: Ann Condon moved that JR Johnson's bid in the amount of \$18,495 be approved. This is to include the staircase on building 7 at no extra cost. The motion was seconded and carried with Directors Erlendson, Barnes, Condon and Sutton voting in favor of the motion and Director Hall voted against the decision.**

**C. REPAIR BID UNITS 403/404**

A discussion ensued regarding the recent water damage in these units caused by a water line under the 1/2 bath in unit 404. CMI will check with the Association's insurance carrier to see if the owners' policies or the Association's policy would be primary under the law and insurance contracts involved.

**D. AMEND UNIT 212 REPAIR CONTRACT**

**AGREED: The Board ratified the Chair's action to sign the repair contract for unit 212 in the amount of \$895.00**

**CMI will contact the association's attorney to determine whether it was proper for the Association or unit owner to pay this sort of expense in the future.**

**E. UPPER DECKS**

The discussion about upper decks was tabled this until we are sure we have all needed repairs made on buildings 5-8.

**VI. NEW BUSINESS**

**A. JR JOHNSON PROGRESS PAYMENT** - CMI will contact Eagle Eye Inspection to inspect the progress and review the latest invoice before it is paid.

**B. WEBSITE** - Ken Sutton presented a proposal to increase the functionality of the website for \$24.95 per month. The current cost is \$10 per month.

**AGREED: Brandon Hall moved approval of the proposal. The motion was seconded and passed unanimously.**

**C. LIGHTING**

Lighting was discussed. CMI will contact Jarmer Electric to find out if pole lamps would be sufficient lighting for the entryway to McNary Highlands.

**D. PLANNING SESSION SCHEDULE**

The Board will have a planning session on Saturday, October 18 at 3:00pm. CMI will inform residents about this session so the Board is in compliance with the open meeting laws, but residents will not be encouraged to attend.

**E. EVERGREENS AT FRONT ENTRANCE**

The Board decided to make pruning the evergreens at the front entrance a priority for 2009.

**F. UNIT 502 DECK**

It was discussed that Rudy Zimmerman, the owner of unit 502 was not satisfied with the quality of work done by JR Johnson.

**AGREED: CMI will contact JR Johnson to schedule the remedial work.**

**VII. NEXT MEETING**

The next Board meeting will be on October 17, 2008 at 6:30pm.

**VIII. ADJOURNMENT**

The meeting was adjourned at 8:21pm.