

APPROVED

**MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
JANUARY 26, 2009
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MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON MONDAY JANUARY 26, 2009 AT 6:30 PM AT 3433 MCNARY PARKWAY #108, LAKE OSWEGO, OREGON 97035.

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

ABSENT: Ann Condon, Secretary

BY INVITATION: Joel McDonell, Community Manager
Community Management, Inc.

I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

AGREED - Chairman Erlendson amended the agenda as follows. Review of action items and decisions was added before the confirmation of next meetings' date and place.

III. APPROVAL OF NOVEMBER 24, 2008 MINUTES

AGREED - Director Hall moved approval of the November 28, 2008 minutes as circulated. This motion was seconded and carried without objection.

IV. INSURANCE DEDUCTIBLE ALLOCATION

CMI led discussion in which they encouraged the Board to replace McNary's original insurance resolution with a more comprehensive one.

TABLED – Board will review a sample resolution presented by CMI.

V. GUTTER CLEANING

The Board discussed ratification of the VirtuePro gutter cleaning proposal.

AGREED – Treasurer Barnes moved to ratify approval of VirtuePro gutter cleaning proposal. This motion was seconded and carried without objection.

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VI. ROOF CONSULTANT'S PROPOSALS

The Board discussed having a roof consultant inspect the chimney chases.

TABLED – No action taken.

VII. PACIFIC LANDSCAPE CONTRACT

The Board discussed the approval of Pacific Landscape's contract.

TABLED – The Board wanted to confirm the addition of work on the hill behind buildings 1-4 was included on the contract.

VIII. SCHWINDT & CO LETTER OF ENGAGEMENT

The Board discussed approval of Schwindt & Co letter of engagement for 2008 financial review and 2009 tax preparation.

TABLED – The Board wanted to make sure tax preparation was at the lower \$325 rate for tax preparation.

IX. NEXT MEETING

The next Board meeting will be held on Monday February 23, 2009 at 6:30pm in unit #108.

X. ADJOURNED

The meeting was adjourned at 8:15pm.