

APPROVED

**MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
September 27, 2010
PAGE 1 OF 3**

MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON MONDAYS SEPTEMBER 27, 2010 AT 6:30 P.M. AT 3433 MCNARY PARKWAY #108, LAKE OSWEGO, OREGON 97035.

PRESENT: Chris Sutton, Secretary
Bill Barnes, Treasurer
Glen Miller, Director

ABSENT: Brandon Hall, Chairman

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

I. CALL TO ORDER

The meeting was called to order at 6:33 PM.

II. APPROVAL/AMENDMENT OF AGENDA

AGREED: The agenda was approved as presented.

III. APPROVAL OF July 26, 2010 MINUTES

AGREED: Chris Sutton moved approval of the July 26, 2010 minutes. The motion was seconded by Bill Barnes, which carried without objection.

V. OLD BUSINESS

A. Board Member Re-Assignment and Appointment of New Director

AGREED: Glen Miller appointed Chris Sutton to Chair. The motion was seconded by Bill Barnes, which carried without objection.

AGREED: Bill Barnes moved for approval of Ann Condon as Director for the remainder of Beth Erlendson's term. Chris Sutton seconded and the motion carried without objection.

B. Building Maintenance

AGREED: Bill Barnes moved for approval of CMISD to perform the work this year in a timely manner. Chris Sutton seconded and the motion carried without objection.

C. Cost of Hinge Adjustments

AGREED: Glen Miller moved for approval of CMISD to not exceed \$400 when adjusting the hinges. Bill Barnes seconded and the motion carried without objection.

VI. NEW BUSINESS

A. 2011 Budget

Tabled: The Board discussed approval of the 2011 budget. Discussion was tabled as the 2011 reserve study was not complete.

B. Trimming of Branches of Trees South of Bldgs 1-4

Tabled: The Board tabled discussion until the next scheduled Board meeting.

C. Garbage Enclosure Wall-Vertical Extension

Tabled: The Board tabled discussion until the next scheduled Board meeting.

D. Gutter Recommendation

Tabled: The Board tabled discussion until the next scheduled Board meeting.

VII. EXECUTIVE SESSION

The Board adjourned for executive session at 8:50 p.m.

AGREED: Bill Barnes moved for approval of pursuing a judgment against account 448059. Ann Condon seconded and the motion carried without objection.

The meeting was called back to order at 9:09 p.m.

VIII. CONFIRM NEXT MEETING DATE/PLACE

The next meeting will take place on Monday, October 25th, 2010.

IX. ADJOURNMENT

There being no further business, the Board adjourned at 9:26 p.m.

APPROVED

**MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
September 27, 2010
PAGE 3 OF 3**

Action Items:

CMI:

1. Send current CMI contract to Board.
2. Enforce house rules as they currently stand until new draft is ready.
3. Edit rental cap amendment to reflect 28% maximum with percentage declining to 25% maximum over a period of time which the Board will decide at a later date.
4. Install stair treads on stairs and entryway staircases on buildings 1- 4 and building 7. Also, ask CMISD for warranty installation on the installation.
5. Ask for proposals to painting the flaking paint on the railings of buildings 1- 4.
6. Have CMISD repair the latches on garbage enclosures by building 8 and unit 301. Have them look at the other latches and make sure they function properly. If not, adjust or replace as needed.
7. Ask for proposals to extend garbage enclosure walls to deter residents from throwing trash over the enclosure.
8. Ask for a proposal for 3-4 additional downspout splash guards.
9. Ask for proposals for basic landscaping services based upon only having every other week visits during the months of November thru March.
10. Update 2011 budget with edits made at the Board meeting.
11. Have LBB file personal judgment against unit owner.
12. Remove large piece of plywood from behind building 8 garbage enclosure.
13. Ask for proposals for recommending replacement of vertical downspouts. Get information from bidders if the design is well done.
14. Ask Pacific Landscape for a proposal to install a new water irrigation controller.
15. Ask Virtue for a gutter cleaning proposal.

Ken Sutton:

1. Email Board photos of gutter downspouts and dry rot affecting unit #408 deck joists.
2. Email a list of tree limb pruning contractors to CMI.
3. Touch up flaked paint and cracked paint on railing top caps of buildings 1 - 4.