

**APPROVED**

**MCNARY HIGHLANDS CONDOMINIUM  
BOARD OF DIRECTORS MEETING  
MAY 16, 2011  
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**MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF  
DIRECTORS MEETING HELD ON MONDAY, MAY 16, 2011 AT 6:30 P.M.  
AT 3433 MCNARY PARKWAY #108, LAKE OSWEGO, OREGON 97035.**

**PRESENT:**

Chris Sutton, Chairperson  
Bill Barnes, Treasurer  
Ann Condon, Secretary  
Glen Miller, Director  
Brandon Hall, Director

**BY INVITATION:**

Joel McDonell, Community Manager  
**Community Management, Inc.**

**I. CALL TO ORDER**

The meeting was called to order at 6:37 PM.

**II. APPROVAL/AMENDMENT OF AGENDA**

**AGREED:** The agenda was approved as presented.

**III. APPROVAL OF MARCH 28, 2011 MINUTES**

**AGREED:** Glen Miller moved approval of the March 28, 2011 minutes.  
The motion was seconded and carried without objection.

**V. COMMITTEE REPORTS**

**A. House Rules Committee**

The Board discussed proposed House Rules progress. Ken Sutton reported that the draft was near completion and the Committee would have it prepared prior to the June 21<sup>st</sup> meeting.

**Tabled: Discussion was tabled until the next meeting when the final draft will be reviewed.**

**VI. NEW BUSINESS**

**A. Paint Project Update**

**AGREED:** Bill Barnes moved approval of the Willco proposal for painting the lower buildings in the amount of \$70,890. The motion was seconded and carried without objection.

**B. Dryer Vent Cleaning Proposals**

**AGREED:** Chris Sutton moved approval of the Alpha Ecological proposal. The motion was seconded and carried without objection.

**C. Landscape Plan**

The Board discussed the Landscape proposal from DeSantis Landscaping.  
**TABLED:** Discussion was tabled until the next meeting.

**D. Reserve Study Proposals**

**AGREED:** Bill Barnes moved approval of the Reserve Funding Reserve Study proposal. The motion was seconded and carried without objection.

**E. Roof Inspection Proposals**

**AGREED:** Gille Wilbanks moved approval of the Inspectek proposal for the roof inspection not to exceed \$1700. The motion was seconded and carried without objection.

**F. Aspen Deck and Dry Rot Proposals**

**AGREED:** Bill Barnes moved approval of the rear deck and dry rot proposals from Aspen Exteriors. The motion was seconded and carried without objection.

**G. Building 7 Bulletin Board**

**AGREED:** Gille Wilbanks moved approval of installing a new bulletin board near Building 7. The motion was seconded and carried without objection.

**VII. OLD BUSINESS**

**A. Rental Restriction & Bylaw Amendments**

The Board discussed the Rental Amendment progress. CMI reported on the amount of ballots received to date.

**TABLED:** The Board will decide at the next meeting if further action is required.

**VIII. COMMUNITY MANAGER'S REPORT**

Joel McDonnell presented the manager's report.

**IX. ADJOURNMENT FOR EXECUTIVE SESSION**

The Board adjourned for executive session at 8:25 pm.

**X. CALL TO ORDER FROM EXECUTIVE SESSION**

The Board called to order for executive session at 8:43 pm.

**XI. ACCOUNTS RECEIVABLE**

**AGREED:** Ann Condon moved approval of hiring an investigator for Account 44402. The motion was seconded and carried without objection.

**XII. CONFIRM NEXT MEETING DATE/PLACE**

The next meeting will take place on June 21, 2011.

**XIII. ADJOURNMENT**

There being no further business, the Board adjourned at 9:05 p.m.

Action Items:

CMI:

Inform House Rules Committee that the Board would like to review the final draft by June 6<sup>th</sup>.

Send signed proposal to Willco.

Send signed proposals to Aspen Exteriors.

Send letters to both upper and lower buildings that are tailored for the work they will receive this summer.

Schedule walkthrough with DeSantis Landscaping for Thursday May 26<sup>th</sup>.

Schedule dryer vent cleaning with Alpha Ecological.

Schedule Inspectek inspection.

Replace the Building 7 Plexiglas bulletin Board with a similar board to the one by building 3.

Send signed reserve study proposal to Reserve Funding.

Inform the collection attorney about hiring an investigator for account 44402.

Gille Wilbanks:

Schedule a meeting with Aspen Exteriors to upgrade the garbage enclosures.