

APPROVED

MCNARY HIGHLANDS CONDOMINIUM  
BOARD OF DIRECTORS MEETING  
JULY 25, 2011  
PAGE 1 OF 4

MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS  
MEETING HELD ON TUESDAY, JULY 25, 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  
Gille Wilbanks, Director

**BY INVITATION:** Cheryl Brendle, Community Manager  
**Community Management, Inc.**

**OWNERS PRESENT:** AS INDICATED ON SIGN IN SHEET

**I. CALL TO ORDER**

The meeting was called to order at 6:30 PM.

**II. APPROVAL/AMENDMENT OF AGENDA**

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

**III. APPROVAL OF June 21 and July 11, 2011 MINUTES**

**AGREED:** Bill Barnes moved approval of the June 21, 2011 minutes. The motion was seconded and carried without objection.

**AGREED:** Glen Miller moved approval of the July 11, 2011 minutes. The motion was seconded and carried without objection.

**IV. COMMITTEE REPORTS**

Painting Committee – Director Glen Miller reported on the status of the painting that is underway.

Landscaping Update – The Board asked CMI to find out when the landscaper will have the “scaled back” Master Plan ready for their review.

**V. NEW BUSINESS**

**a. Water Faucet Location**

The Board discussed the water faucet locations for each Building. Owner Ken Sutton will add these locations to the web site.

**b. Insurance Responsibility**

The Board discussed the Insurance Responsibility of the damage to Unit #506 deck. CMI confirmed that the owner of unit 506 should pay the cost of the repairs, and/or submit them to his personal insurance carrier in accordance with the Association's policies and procedures.

**C. Entry Island Direction Sign**

The Board discussed installing a new entry sign with building locations on it. No action will be taken on this item at this time.

**d. Rear of Lower Buildings- Unit Numbers**

The Board discussed installing unit numbers on the rear of the lower buildings. It is determined that this information can be added to the web site and it will not be necessary to add unit numbers to the rear side of the lower buildings.

**e. Fire Lane Painting**

The Board discussed two proposals for painting the curb in the upper parking for a fire lane. Neither proposal is accepted. Directors Barnes and Willbanks will paint the fire lanes.

**f. Tree Trimming Proposals- Buildings 3 & 4/ Japanese Maples**

**AGREED:** Bill Barnes moved approval of the Oregon Tree Care Proposal to trim the trees in front of Buildings 3 and 4 to prepare for the painting at a cost of \$790.00. The motion was seconded and carried without objection.

**g. Garbage Enclosure Proposal**

**AGREED:** Glen Miller moved approval of the Aspen proposal to install bumpers on five of the six garbage enclosures at a cost of \$200 each totaling \$1,000 for all five. The motion was seconded and carried without objection.

**h. Annual Cleaning of Exterior of Buildings**

The Board discussed cleaning the exterior of the buildings.  
**TABLED:** The discussion was tabled until the next meeting.

**i. Painting of Chimney Chases**

The Board discussed painting the chimney chases. CMI will obtain a price from Wilco for completing this work.

**TABLED:** The decision on this matter will be considered at the next meeting.

**j. CC & L Roof Bump Out Proposal**

The Board discussed the bump out proposal for Building 3. CMI will contact CC&L to find out why this roof has failed and whether the cost would be less if the work is postponed until the contractor is less busy.

**TABLED:** The decision was tabled until the next meeting.

**k. Willco Deck Staining Proposal**

**TABLED:** This matter will be considered at a later date.

**VI. OLD BUSINESS**

**a. Rental Restriction**

The Board tabled a discussion of this matter until the next meeting. Director Gille Wilbanks and Community Manager Joel McDonell will report to the Board at that time.

**VII. REVIEW OF ACTION ITEMS/DECISIONS**

Community Manager Brendle reviewed the list of items to be completed and decisions made during the meeting.

**VIII. ADJOURNMENT FOR EXECUTIVE SESSION**

There being no further business, the Board adjourned at 8:50 p.m.

**IX. CALL TO ORDER EXECUTIVE SESSION**

The Chair called the executive session to order at 9:05 pm.

**X. ADJOURNMENT OF EXECUTIVE SESSION**

The Executive Session was adjourned at 9:10 PM.

**XI. REGULAR SESSION RECONVENED**

The regular session of the Board was reconvened at 9:11 PM.

**XII. ACCOUNTS RECEIVABLE**

**AGREED:** Bill Barnes moved approval of the hiring of an investigator for #44303 for a cost of approximately \$300. The motion was seconded and carried without objection.

**APPROVED**

**MCNARY HIGHLANDS CONDOMINIUM  
BOARD OF DIRECTORS MEETING  
JULY 25, 2011  
PAGE 4 OF 4**

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

The next meeting will take place on August 29, 2011.

**XIV. ADJOURNMENT**

There being no further business, the Board adjourned at 9:10 p.m.