

APPROVED

MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
MAY 23, 2012
PAGE 1 OF 3

MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON
MAY 23, 2012 AT 6:30P.M. AT MOUNTAIN PARK RECREATION CENTER 2 MOUNTAIN JEFFERSON
TERRACE, LAKE OSWEGO, OR 97035

PRESENT: Chris Sutton, Chairperson
Ann Condon, Secretary
Glen Miller, Director

ABSENT: Connie Wilbanks, Director
Molly French, Treasurer

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

OWNERS PRESENT: AS INDICATED ON SIGN IN SHEET

I. CALL TO ORDER

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

II. APPROVAL OF MEETING AGENDA

Chris Sutton approved the Agenda as presented.

III. APPOINTMENT OF MARCH 28 & APRIL 23, 2012 MEETING MINUTES

The Board discussed the minutes from the previous Board Meeting.

AGREED: Ann Condon moved approval of the March 28 & April 23, 2012 meeting minutes. The motion was seconded and carried without objection.

IV. NEW BUSINESS

a. Leak Detection

The Board discussed the leak detection process due to the increase in Association water bills.

AGREED: Ann Condon moved approval of sending a letter to Unit Owners offering a \$100 rebate for having their water fixtures inspected for leaks. The motion was seconded and carried without objection.

b. Building Repair Proposals

The Board discussed the Building Repair proposals.

TABLED: The decision was tabled for the next Board Meeting.

c. **DeSantis Entrance Proposal**

The Board discussed the entrance landscaping proposal from DeSantis.

TABLED: The decision was tabled for the next Board Meeting.

d. **Chimney Cleaning Inspection**

The Board discussed the chimney cleaning inspection proposal provided by Oregon Chimney.

AGREED: Glen Miller approved of the Oregon Chimney inspection proposal. The motion was seconded and carried without objection.

e. **Entry Sign Proposal**

The Board discussed the entry sign proposal from the Woodcarver.

AGREED: Ann Condon moved approval of repairing the Association sign for \$650.00. The motion was seconded and carried without objection.

f. **Unit 308 Architectural Review**

The Board discussed the architectural review for Unit 308.

AGREED: Ann Condon moved approval of the architectural review for Unit 308 contingent upon the umbrella being maintained and secure. The motion was seconded and carried without objection.

g. **Reserve Study Proposals**

The Board discussed the reserve study proposals.

AGREED: Glen Miller moved approval of Schwindt performing the reserve study for the next 3 years. The motion was seconded and carried without objection.

h. **Sidewalk Proposals**

The Board discussed the sidewalk proposal provided by Safe Sidewalks.

TABLED: The decision was tabled for the next Board Meeting.

i. **Parking Lot Seal Coating**

The Board discussed obtaining proposals to sealcoat the parking lots.

j. **Tree Removal Update**

The Board discussed the proposal from David Hunter.

AGREED: Ann Condon moved approval of

V. **COMMUNITY MANAGER'S REPORT**

VI. **REVIEW OF ACTION ITEMS AND DECISIONS**

- Discuss with Ray if water meters can be installed for the landscaping and deduct that usage from the water bill
- Draft letter to send to Unit Owners offering the \$100 rebate for leak detection

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**MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
MAY 23, 2012
PAGE 3 OF 3**

- Send approval letter to Unit 308
- Discuss sidewalk proposal with Safe Sidewalks
- Obtain 3 proposals for seal coating the parking lots
- Put together a summary of the Building 8 parking situations & include House Rules on the next meeting agenda

VII. ADJOURNMENT FOR EXECUTIVE SESSION

The regular Board meeting was adjourned at 8:55PM so the Board could hold an Executive Session.

VIII. CALL TO ORDER FOR EXECUTIVE SESSION

The Chair called the Executive Session to order at 8:57PM.

IX. ACCOUNTS RECEIVABLE

The Board discussed the status of the accounts in Collections.

X. NEXT MEETING

The next meeting is scheduled for June 19, 2012 at 6:30pm.

XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:03pm.