

APPROVED

**MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
March 28, 2013
PAGE 1 OF 2**

**MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON
March 28, 2013 AT 6:30P.M. AT MOUNTAIN PARK RECREATION CENTER 2 MOUNTAIN JEFFERSON
TERRACE, LAKE OSWEGO, OR 97035**

PRESENT: Chris Sutton, Chairperson
Ann Condon, Secretary
Connie Wilbanks, Director
Molly French, Treasurer

ABSENT: Glen Miller, Director

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

I. CALL TO ORDER

The meeting was called to order at 6:32pm.

II. APPROVAL OF MEETING AGENDA

The agenda was approved as submitted.

III. APPROVAL OF JANUARY 31, 2013 & MARCH 21, 2013 MINUTES

The Board discussed the approval of the minutes from the January 31, 2013 and March 21, 2013 Board meetings.

AGREED: Ann Condon moved approval of the minutes pending the changes made during the meeting. Seconded and carried.

IV. LANDSCAPE RENOVATION PROJECT

The Board discussed the proposals from DeSantis Landscaping to renovate the landscaping around the property which included the parking islands in front of buildings 1-4 and the entrance to the property by building 1.

AGREED: Ann Condon moved approval of DeSantis providing the landscaping C without dog bog not to exceed \$7,600 and provide a bid for the dog bog to match the Enstrom Landscaping specs. seconded. Ann Condon seconded the motion. Ann Condon, Chris Sutton and Connie Willbanks voted in favor. Molly French abstained. The motion carried.

V. IRRIGATION UPGRADE PROJECT

The Board discussed the irrigation repair proposal from SW Landscaping to install new sprinkler heads and make repairs to the irrigation system.

AGREED: Connie Willbanks moved approval of SW Landscaping option D for the irrigation repairs and to replace all the sprinkler heads. Ann Condon seconded the motion. Ann Condon, Chris Sutton and Connie Willbanks voted in favor. Molly French abstained. The motion carried.

AGREED: Molly French moved approval of basic irrigation maintenance for 2013 to be done by DeSantis Landscaping. The motion was seconded and carried without objection.

VI. TREE REMOVAL BUDGET

The Board discussed the removal of multiple trees below buildings 1-4 as the Association's arborist had reported that multiple trees have root rot.

AGREED: Ann Condon moved approval of authorizing Glen Miller to coordinate the removal of trees of the that are susceptible to root rot and those within a 50 radius that were found with a not to exceed cost of \$8,500 including the replacement of trees. The motion was seconded and carried without objection.

VII. BOX INVENTORY

The Board discussed CMI's request to shred financial documents prior to 2006 as they are not required to retain per IRS standards. The Association would retain the CPA reviewed financial reports for those years.

AGREED: Connie Willbanks moved approval of shredding all documents prior to 2006. The motion was seconded and carried without objection.

VIII. DOGGIE WASTE BAGS

The Board discussed purchasing a dog waste bag dispenser for the new dog area by building 4.

AGREED: Connie Willbanks moved approval of purchasing a DogiPot dispenser and bags. Ann Condon seconded the motion. Ann Condon, Chris Sutton and Connie Willbanks voted in favor. Molly French abstained. The motion carried.

IX. BLACK SCREEN DOORS

The Board discussed the black screen doors that are non-conforming per the Community Handbook and Bylaws.

AGREED: Ann Condon moved approval to send a letter to those owners with a black screen door stating that when the screen or door is replaced they need to be changed to white frames at the time of replacement and that CMI maintains an inventory of all non-conforming screens. The motion was seconded and carried without objection.

X. ROOF INSPECTION PROPOSAL

The Board discussed the roof inspection proposal from Inspectek West to provide a roof report of all current repairs that are needed.

AGREED: Ann Condon moved approval of Inspectek Wests for \$1,500. The motion was seconded and carried without objection.

XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:00pm.