

APPROVED

**MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
JUNE 27, 2013
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**MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON
JUNE 27, 2013 AT 6:30P.M. AT MOUNTAIN PARK RECREATION CENTER 2 MOUNTAIN JEFFERSON
TERRACE, LAKE OSWEGO, OR 97035**

PRESENT: Gille Wilbanks, Chairperson
Martha Maroney, Secretary
Ann Condon, Director
Geoffrey Day, Director

ABSENT: Ken Sutton, Treasurer

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

OWNERS PRESENT: As Indicated on the Sign In Sheet

I. CALL TO ORDER

The meeting was called to order at 6:35pm.

II. APPROVAL OF MEETING AGENDA

The agenda was approved as amended adding Dog Bags and Sign as item G and Manager's Report as item H under New Business.

III. APPROVAL OF MEETING MINUTES MAY 16 AND JUNE 20, 2013:

The Board discussed approval of the minutes from the meeting of May 16 and June 20, 2013.

AGREED: Martha Maroney moved approval of the meeting minutes from the May 16 and June 20, 2013 meetings. The motion was seconded and carried without objection.

IV. APPOINTMENT OF DIRECTOR:

The Board discussed the vacancy of one Board position and interviewed two candidates which were Brian Kitchen and Geoffrey Day.

AGREED: Ann Condon moved approval of recognizing that Hunter Belgard was elected at the annual meeting but is unable to serve on the Board as he was not an owner of a unit at McNary Highlands. The motion was seconded and carried without objection.

AGREED: Martha Maroney moved approval of Geoffrey Day to the vacant Board position. The motion was seconded and carried without objection.

V. NEW BUSINESS

a. Summer Picnic

The Board discussed setting a date for holding a community barbecue. The Board asked CMI to engage the Association's insurance agent to see if they would sponsor the barbecue.

b. **Landscaping By Unit 501-503**

The Board discussed the dead plants in front of building 5 and have asked DeSantis Landscaping to replace them. DeSantis agreed to replace them.

TABLED: This item was table until the next meeting.

c. **Window Washing**

The Board discussed the request of a homeowner to put out a notice to the ownership regarding windows washing. CMI will help distribute notice via email and a notice in the bulletin boards. It was understood that this was a volunteer project for the owners as this expense is not covered by the Association.

d. **CC&L Roof Repair Proposal**

The Board discussed the proposal from CC&L Roofing to address the issues brought forward in the roof report from Inspectek.

AGREED: Geoffrey Day moved approval of Option 1 from the CC&L Proposal totaling \$4,780 to address broken tiles on the roofs. The motion was seconded and carried without objection.

VI. **OLD BUSINESS**

A. **Diseased Tree Update**

Gille Willbanks provided information from correspondence with the City about removing multiple trees below buildings 1-4. He suggested the Association hire a landscape architect as the sign of disease in the trees was not obtained from the City and State representatives. He suggested going through the formal tree removal process with the City.

AGREED: Ann Condon moved approval of Gille Willbanks obtaining three proposals from landscape architects to review at the next meeting. The motion was seconded and carried without objection.

B. **Local Erosion Issues**

Gille Willbanks had not received a call back from the owner that reported the erosion problems but he would try again.

TABLED: The Board tabled discussion until the next meeting.

C. **Building Water Sub-Meters**

The Board discussed sub-metering all 8 buildings and the irrigation so that they may locate leaks easier and at less expense.

AGREED: Ann Condon moved approval of Ken Sutton obtaining three proposals to discuss at the next Board meeting. The motion was seconded and carried without objection.

D. **Low-Flow Toiled Rebates**

TABLED: The Board tabled discussion until the next meeting.

E. **Leak Investigation**

TABLED: The Board tabled discussion until the next meeting.

F. **Dog Bags and Sign**

The Board discussed ordering a dog waste bag dispenser with a sign. Connie Willbanks agreed to order a suitable dog waste bag dispenser for the dog area by building 4.

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VII. MANAGER'S REPORT

Joel McDonell from CMI presented the Manager's Report to the Board.

VIII. NEXT MEETING

The next meeting is scheduled for July 25, 2013.

IX. ADJOURNMENT

The meeting was adjourned at 8:50PM