

APPROVED

MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
NOVEMBER 7, 2013
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MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON
NOVEMBER 7, 2013, 6:30 P.M., AT MOUNTAIN PARK RECREATION CENTER, LAKE OSWEGO, OREGON 97035

PRESENT: Gille Wilbanks, Chairperson
Ken Sutton, Treasurer
Geoffrey Day, Director
Ann Condon, Director

ABSENT: Martha Maroney, Secretary

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 6:42 p.m.

II. APPROVAL OR AMENDMENT OF AGENDA

The Board added discussion of the outlaw water heater in unit 204 to "New Business".

AGREED: The Agenda was approved as amended.

III. APPROVAL OF THE SEPTEMBER 26, 2013 MINUTES

The Board discussed approval of the September 26, 2013 meeting minutes.

AGREED: Ken Sutton moved to approve the minutes as presented. The motion was seconded and carried unanimously.

IV. NEW BUSINESS

a. 2014 Meeting Dates

The Board discussed the 2014 Board Meeting dates.

AGREED: Board meetings will be held in January through October, on the 4th Thursday of each month at the Mountain Park Recreation Center.

b. Unit 504 Flooding and Insurance Claim

The Board discussed the insurance claim in unit 504 and Associations responsibility.

AGREED: The Board unanimously decided to process the claim and accept the owners deductible.

c. DeSantis Landscaping Walk-Through

The Board discussed the work that has been done since the walk-through with the landscaping contractor and the lack of work provided noting that the company representative has changed.

AGREED: Gille Wilbanks will call the contractor.

d. Unit 104 Hanging Basket Hook Write Off

The Board discussed a charge on unit 105's account regarding the installation of a hanging basket hook and the removal of another.

AGREED: Martha Maroney moved to reduce the charge to \$35. The motion was seconded and carried unanimously.

V. OLD BUSINESS

a. 2014 Reserve Study and 2014 Budget Approval

The Board discussed the 2014 Reserve Study and Budget draft.

AGREED: Ken Sutton moved to approve the 2014 Reserve Study as provided by Schwindt & Co. and the 2014 Budget with a 0% increase. The motion was seconded and carried unanimously.

b. Window Cleaning

The Board discussed the window cleaning proposal from Rudmar/Proclean to clean the windows for the whole complex and remove the screens to clean.

AGREED: Ken Sutton moved to schedule the window cleaning after the gutter cleaning. The motion was seconded and carried unanimously.

c. Pressure Washing

The Board discussed the pressure washing proposals from Virtue Maintenance and Rudmar/Proclean.

AGREED: Ken Sutton moved to accept Virtue Maintenance for the project pending the amendment to the bid to include the carport roofs. The motion was seconded and carried unanimously.

d. Trespassing by the Residents of Oswego Summit

It was noted at the meeting that residents from Oswego Summit are using a unintended path through McNary Highlands without permission and have damaged the fence and no trespassing sign. Gille Wilbanks and Ken Sutton will go to the next meeting of the Oswego Summit Board of Directors.

e. Rules Reminder Letter

CMI will send the latest draft letter to the Board for Review.

VI. COMMUNITY MANAGER'S REPORT

Joel McDonell present the Manager's report.

VII. Executive Session

The regular Board Meeting was adjourned at 8:30p.m. into Executive Session to discuss Accounts Receivables.

VIII. RECONVENE

The Board Meeting was reconvened at 8:38p.m.

IX. ADJOURNMENT

The meeting was adjourned at 8:43 p.m.