

APPROVED

MCNARY HIGHLANDS CONDOMINIUM  
BOARD OF DIRECTORS MEETING  
JANUARY 23, 2014  
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MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON  
JANUARY 23, 2014, 6:30 P.M., AT MOUNTAIN PARK RECREATION CENTER, LAKE OSWEGO, OREGON 97035

**PRESENT:** Ken Sutton, Treasurer  
Geoffrey Day, Director  
Ann Condon, Director  
Martha Maroney, Secretary

**ABSENT:** Gille Wilbanks, Chairperson

**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 6:33 p.m.

**II. APPROVAL OR AMENDMENT OF AGENDA**

The Board discussed the agenda.

**AGREED:** The Agenda was approved as amended.

**III. APPROVAL OF THE NOVEMBER 7, 2013 MINUTES**

The Board discussed approval of the November 7, 2013 meeting minutes.

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

**IV. COMMITTEE REPORTS**

The Finance Committee reported that the Association did very well for budgeting in 2013.

**V. NEW BUSINESS**

**a. Schwindt Engagement Letter**

The Board discussed the engagement letter from Schwindt & Co. for tax and financial services.

**AGREED:** Ann Condon moved to approve the engagement letter for three years. The motion was seconded and carried without objection.

**b. Borrowing Resolution**

The Board discussed the 2014 borrowing resolution.

**AGREED:** Ann Condon moved for approval, pending a change to last sentence to read '2014' instead of '2012'. The motion was seconded and carried unanimously.

**c. Unit 504 Flood Light Proposal**

The Board discussed a proposal from Jarmer to install a flood light for unit 504.

**TABLED:** CMI will contact the owner and inform them that the outside lights are on photocells and will not stay on during the day.

**d. Additional Light Post to Light Area by Mailboxes and Stairwell to the Upper Buildings**

The Board discussed adding lighting to the mailbox area, and next to the stairwell between the upper and lower buildings. CMI will get a proposal to move the mailbox light to the staircase and install a new fixture by the mailboxes, which will be taller. The proposal will also include the costs of adding more lights to the entrance by building 1, and making the other existing lights brighter.

**TABLED:** This item was tabled, pending receipt of the proposals.

**e. Unit 106 Architectural Review Request**

The Board discussed a request from unit 106 to install carport shelving, blinds, stairwell lights, and a potted mini evergreen plant.

**AGREED:** Ken Sutton moved to deny the cabinets and lights, to approve the blinds as long as they are white or something similar, and to approve the plant if it has a tray and is raised above the deck surface. The motion was seconded and carried unanimously.

**VI. OLD BUSINESS**

**a. Unit 211 Front Entryway Deck Repair Status**

**TABLED:** The Board discussed entryway deck for unit 211. Gille Wilbanks is monitoring the deck, and will make more holes if the originals are not working.

**b. Tree Removal Status Below Buildings 1 – 4, and the Fallen Tree above Building 5**

**TABLED:** The Board discussed the tree removal. Gille Wilbanks is working with the landscape architect to provide a report to the City of Lake Oswego.

**c. Window Cleaning Screen Removal Bid**

**TABLED:** The Board discussed window cleaning. This will be scheduled for the late spring, and will appear again on the March agenda.

**d. Pressure Washing - Bid**

The Board discussed pressure washing by Virtue Professional Maintenance. CMI will get an updated bid to include only the carport for building 2.

**AGREED:** Ken Sutton moved approval of the bid, pending the carport update. The motion was seconded and carried unanimously.

**e. Trespassing by Oswego Summit Residents**

The Board discussed the issue of Oswego Summit Residents trespassing on McNary property. Gille Wilbanks went to Oswego Summit's meeting in December to tell them it was an issue. He also met with a cop and visited a resident who had been trespassing. Ken Sutton would like to build an abatis, at a cost of less than \$200.

**AGREED:** Martha Maroney moved for approval of reimbursement for the abatis, and \$25 per month for the cost of the ATT trail camera. The motion was seconded and carried unanimously.

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

The Board reviewed the action items and decisions made during the meeting.

**VIII. EXECUTIVE SESSION**

The regular Board Meeting was adjourned at 8:40 p.m. into Executive Session to discuss Accounts Receivables.

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**IX. RECONVENE**

The Board Meeting was reconvened at 8:50 p.m.

**X. CONFIRM ANNUAL MEETING DATE**

The Annual Meeting will take place April 24, 2014. The agenda for the Annual Meeting will be set at the next Board Meeting.

**XI. ADJOURNMENT**

The meeting was adjourned at 8:52 p.m.