

THE MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUMS ANNUAL HOMEOWNERS MEETING HELD AT 6:30 PM ON APRIL 24, 2014 AT MOUNTAIN PARK RECREATION CENTER BANQUET HALL, 2 MT JEFFERSON TERRACE, LAKE OSWEGO, OR 97035.

Board Present: Ken Sutton, Chairman
Martha Maroney, Secretary
Gille Willbanks, Director
Ann Condon, Secretary
Geoffrey Day, Director

Owners Present: Luann Rukke, Unit 102
Connie Guist, Unit 211
Patricia Segars, Unit 304
Kathleen Barnebey, Unit 504
Jeff Ryder, Unit 803
Jodi & Neriah Mitchell, Unit 505

By Invitation: Joel McDonell, Community Manager
COMMUNITY MANAGEMENT, INC. AAMC

Vern Newcomb
AMERICAN BENEFITS, INC.

I. CALL TO ORDER

The Meeting was called to order at 6:31 p.m.

II. CALLING OF ROLL & CERTIFICATION OF PROXIES

A quorum was established as follows:

Present in Person: 12
Present by Proxy: 6
Total Present: 18

III. PROOF OF NOTICE

Community Manager Joel McDonell certified that notices for the annual meeting were mailed to homeowners from the office of CMI on or about March 17, 2014.

IV. APPROVAL OF 2013 ANNUAL MEETING MINUTES

Joel McDonell read the 2013 minutes aloud for those present.

AGREED: Connie Guist moved approval as amended. The motion was seconded and carried.

V. INSURANCE COVERAGE PRESENTATION

Vern Newcomb from American Benefits presented insurance information and explained his company and the HOA's carrier, CAU. He said CAU was one of the best carriers because they work primarily with condominiums. He explained potential claims and the limit that the HOA has for coverage. He explained how the policy responds to building and unit claims. The deductible is \$5,000 and the insurance resolution outlines the process for making a claim. He explained earthquake coverage and how the

deductible is allocated as it is not \$5,000. The earthquake deductible is 5% of the building value. He explained the liability coverage. The liability insurance is for allegations not necessarily true issues but allegations. He presented a letter for owners to take to their insurance agent to make sure their coverage fills the gaps from the HOA's policy. An owner should focus on getting coverage for the deductible, personal property and loss of use. Vern recommended that owners have at least \$100,000 of liability per occurrence.

VI. REPORTS OF OFFICERS

Gille Wilbanks reported that many of the high water consumption issues had been corrected and sub-meters were installed on buildings. He mentioned the landscape upgrades such as the pet relief area and replacing previous plantings that had died but were covered under warrantee. Lighting has been updated but work still needs to be completed by the mailboxes. The Association has purchased a scoop and waste bags for the pet relief area and a sign will be purchased for the area by building 1. There was a trespassing issue along Oswego Summit involving residents of that property walking through McNary Highlands. A fence was installed and cut by the residents that were trespassing. Pictures were taken and the police were involved but nothing is resolved as of yet. The stair tread project has been finished and all wooden stairs have aluminum stair treads installed. It was stated that fees were not raised for 2014. There will be another summer picnic in 2014. Normal maintenance items were discussed and roof, chimney and building inspections are an annual expense.

VII. ELECTION OF TWO DIRECTORS

AGREED: Gille Wilbanks moved to open the floor to nominations. The motion was seconded and carried unanimously.

Connie Guist was nominated and declined. Ann Condon was nominated and accepted.

AGREED: Connie Guist moved to close the floor to nominations. The motion was seconded and carried unanimously.

AGREED: Gille Wilbanks moved approval of Ann Condon to the Board of Directors leaving one vacant position open due to a lack of volunteers. The motion was seconded and carried unanimously.

VIII. NEW BUSINESS

The Board discussed the following:

- Breakdown of water/sewer bids
- Low flow toilet rebates
- Storage unit roofs and getting them inspected
- Garbage enclosure locking mechanisms so that people cannot be trapped in the enclosure
- Buildings 1 – 4 moss removal and chimney cage proposals
- Dryer vent cleaning
- Entryway crosswalk

IX. TAX RESOLUTION 70-604

AGREED: Pat Segars moved approval of tax resolution 70-604. The motion was seconded and carried unanimously.

APPROVED

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X. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:50 pm.