

APPROVED

MCNARY HIGHLANDS CONDOMINIUM
BOARD OF DIRECTORS MEETING
SEPTEMBER 25, 2014
PAGE 1 OF 3

MINUTES OF THE MCNARY HIGHLANDS CONDOMINIUM BOARD OF DIRECTORS MEETING HELD ON
SEPTEMBER 25, 2014, 6:30 P.M., AT MOUNTAIN PARK RECREATION CENTER, LAKE OSWEGO, OREGON 97035.

PRESENT: Gille Wilbanks, Chairperson
Ken Sutton, Treasurer
Mitchell Neriah, Director
Martha Maroney, Secretary

ABSENT: Ann Condon, Director

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 submitted.

III. APPROVAL OF THE AUGUST 28, 2014 MINUTES

IV. The Board discussed the August 28, 2014 meeting minutes and added a motion by Mitchell Neriah to approve a tree project budget of \$8,000.00.

AGREED: The minutes were approved as edited. The minutes were approved unanimously as edited.

V. NEW BUSINESS

A. Budget Review and Approval

The Board reviewed the proposed 2015 budget.

TABLED: The 2015 budget will be discussed at the next meeting.

B. Reserve Study Review and Approval

The Board discussed the draft reserve study update for 2015.

TABLED: The draft will be sent to the Board for changes and will be reviewed at the next meeting.

C. Interior Water Shut Off Replacement

The Board discussed proposals for updating the interior water shut off valves on a per unit basis. The information is to be sent to each owner.

AGREED: Martha Maroney moved to approve a proposal from Pipeline Plumbing to submit to the owners. The motion was seconded and carried without objection.

D. Irrigation Valve Proposal

The Board discussed a proposal for irrigation repairs.

AGREED: Ken Sutton moved to approve the proposal from DeSantis to perform irrigation repairs. The motion was seconded and carried without objection.

E. Landscape Maintenance Proposals

The Board discussed proposals for regular landscape maintenance.

AGREED: Mitchell Neriah moved to approve continuing with the current landscaper, DeSantis Landscapes. The motion was seconded and carried without objection.

F. Front Entry Proposal

The Board discussed a proposal from Charter Construction to replace the front entries of all buildings.

TABLED: Gille Wilbanks and CMI will work on a new scope for the project to be discussed at a later date.

G. Unit 203 Architectural Modification Request and Violation Response

The Board discussed an Architectural Modification Request submitted by unit 203.

TABLED: The ARC request was tabled and more information will be emailed to the Board for approval.

H. Unit 502 Violation Response

The Board reviewed a response to a noise violation sent to unit 502. Both units 501 and 502 will be sent a letter regarding the issue as the HOA will not be pursuing the issue.

I. Asphalt Crack Seal Proposal

The Board discussed a proposal for cleaning and sealing an asphalt crack.

AGREED: Ken Sutton moved to approve the proposal from Charter Construction. The motion was seconded and carried without objection.

J. Garbage Enclosure Signs/Recycling Information

The Board discussed flyers and materials to be sent to owners regarding garbage and recycling.

TABLED: A sign is to be made for the garbage enclosures and recycling bags to be handed out once they are available from the county.

K. Board Meeting notice Protocol

The Board discussed the protocol for sending the Board meeting notices.

AGREED: It was agreed a draft agenda/notice will be sent to the Board a week before the meeting to be approved and sent to owners 72 hours before the meeting.

L. Bank Signature Card

The Board signed the US Bank Signature Card.

VI. OLD BUSINESS

A. DeSantis Proposals

The Board discussed proposals from DeSantis Landscapes.

TABLED: The proposals were tabled.

B. Collection Policy Update

The Board discussed updates to the Collection Policy. Gille Wilbanks will discuss the required changes with Joel McDonnell before sending to the attorney.

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PAGE 3 OF 3**

C. Tree Project

Gille Willbanks updated the Board on the tree project and he was waiting for further information regarding the project.

VII. ADJOURNMENT

The regular Board Meeting was adjourned at 8:55pm.