

# MINUTES

## ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS

### November 30th 2017

The Board of Directors meeting of the West Oaks Condos Owners Association came to order at 7:00pm in the Market of Choice meeting room in Corvallis OR. Board members Daniel Hough and Mitch Mannino were present. Board member Chip Clough was present via telephone. Owner Veronica Marconi was present. Alden Toevs of Northwest Naturescapes was present. Kurt Powell of Willamette Community Management was also present.

**Landscape Update:** Alden from Northwest Naturescapes gave a report on the status of the landscaping in the community at West Oaks Condos and leaf pickup strategy. The Board requested that Alden notify the Board where the overflowing gutters were on site. The Board requested a quote from NW Naturescapes to put down steps in front of building E and F and a quote to remove the blackberries. Alden requested yard debris containers to work with. Daniel is working with Republic Services to get yard debris containers on site. Alden requested to give a quote to look into and repair the soggy turf areas.

**Minutes:** The Board **ADOPTED** a motion by Daniel to accept the minutes from November 1st 2017.

**Owner Input:** Veronica asked about the cleanliness of the stairways. Work Unlimited hasn't been cleaning very well in the stairwells. WCM reported that the manager for Work Unlimited has been out due to medical issues but will be ensuring the company returns in the next few weeks to get things taken care of.

**Budget and Reserve Study Update:** The Board **ADOPTED** a motion to accept the 2018 budget as amended and accept the 2018 reserve study as amended. The Board **ADOPTED** a motion to begin the new assessment February 1st 2017 and notify the membership with the next mailing.

**Roof Review:** Stutzman and Kropf Inc is working on a warranty claim with Malarkey Roofing Inc. as it appears the roofing is not holding up to the timeline it should on some of the buildings on site. The Board **ADOPTED** a motion to have Solar Ki, a solar company located in Corvallis OR to come to the December Board meeting and discuss the solar options for the roof. Daniel will speak with the Oregon Energy Trust. Chip Clough will speak with PP&L.

**Building A Trim Repair:** The Board **ADOPTED** a motion to have ARMOR Contracting LLC repair the gable end detail on building A and assess and bid the rest. The Board asked ARMOR to do whatever he needs to do to get a better price for the remaining buildings.

**Carport Repair Quote:** The Board **ADOPTED** a motion to accept the bid from Steelport LLC to repair the carport gutters on site.

**Management Decision:** The Board **ADOPTED** a motion to negotiate a lower price from Sterling Management Company for a management contract beginning January 1st 2018.

The next Board meeting will be December 21st 2017 on site at West Oaks at a location to be determined.

The Board set the annual meeting to be in January 2018. The meeting adjourned at 9:30pm.