

MINUTES

ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS –October 28th 2013

The Board Meeting of the Association of Unit Owners of the West Oaks Condos was convened at the Market of Choice meeting room at 6:33pm by Treasurer Mary Fell. Directors Mary Fell and Denise Wells were present. Kurt Powell, Willamette Community Management was also present. Two owners were also present.

Minutes: The Board **APPROVED** the minutes from the August 22nd, 2013 board meeting.

Financial Reports: The Board **ACCEPTED** the financial reports for August and September.

WCM Report:

At the Board's request, WCM requested that Allied Waste have one additional pickup each week for the month of October.

WCM showed the Board pictures of possible violations on the exterior of units at West Oaks where residents had shoes outside their front doors, furniture, sand bags, tables, chairs, etc. The Board requested that WCM draft a resolution for the Board to review at a future date giving details on what is approved outside a unit at the West Oaks Condos.

WCM noted one set of plants on a balcony at West Oaks and asked the owner to remove them from the railing and put them on the floor of the balcony as per the recent resolution passed by the Board.

One owner will be hiring an electrician to determine why their dining room chandelier doesn't work in the possibility of finding out whether the electrical problem is related to the work performed in 2012 by Sean Gores Construction in an adjacent unit.

One owner is having a cracked window replaced by Sean Gores Construction in the coming months. This window was purportedly broken during the 2012 reconstruction work.

WCM distributed flyers and mailed out notices to owners reminding them to be aware if any excessive moisture was present in their unit during the upcoming winter time.

WCM will be scheduling an inspection with Morrison Hershfield on the 1 year anniversary of substantial completion of the work done by Sean Gores Construction to inspect all construction work.

The Board at West Oaks Condos requested that ARMOR continue sweeping the stairwells and will revisit the topic at a future meeting.

The Board **APPROVED** a motion to have Santiam Spray Service treat trees in West Oaks with a product to kill aphids in order to keep bee activity at a minimum above the garbage enclosure and the mailboxes at West Oaks.

TruGreen has scheduled the Cranefly treatment for the turf areas in West Oaks.

WCM is meeting with TruGreen Landcare tomorrow on site at West Oaks to confirm the landscape planting project and make sure all plants that recently died were replaced under warranty.

WCM has contacted the company regarding parking lot striping for West Oaks that recently finished the painting job in March earlier this year. The painting job is not wearing very well and WCM will work with them to come back in the spring to repair the paint job.

WCM asked M&W Electric to come to building A to replace a photocell and replace a ballast for space 624.

At the request of the Board, WCM is working with ARMOR Contracting and Northern Willamette Valley Gutter to add downspouts and connect them to the existing downspout drainage systems for buildings E, F, G, H, and I.

At a future meeting, the Board will review plans for Xeriscaping on the east side of building G.

ARMOR Recently completed dry rot repair to the railing for B201.

New Business:

The Board **APPROVED** a motion to replace approximately 90 cracked stair treads with treads from Northwest Precast.

The Board **APPROVED** a motion to have ARMOR Contracting perform cleaning to the outside of the gutters on the garages in West Oaks at an anticipated cost of \$275 to \$375.

The Board **APPROVED** the 2014 budget and asked that it be sent along with the annual meeting mailout.

WCM has contacted American Benefits to discuss insurance resolutions for the Board to consider.

The Board **APPROVED** a motion to file a lien on one owner in West Oaks.

WCM will draft a new Fee Schedule, Financial Penalties Resolution, and a Collections Resolution to update the House Rules document created in 2005.

WCM will draft new landscape specifications and will send them out to three companies for review in January 2014.

The Board asked WCM to look into enforcement of pet waste noted outside building A.

The Board **APPROVED** a motion to set the Annual Meeting date to be November 21st at 6:30pm at the Market of Choice in Corvallis.

WCM will be updating the website in the coming days.

The meeting adjourned at 8:45pm.