

# **BOARD MEETING MINUTES**

## **ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS – March 27th 2014**

The Board meeting of the Association of Unit Owners of the West Oaks Condos was convened at the Market of Choice meeting room at 6:35pm by President Mary Fell. Directors Mary Fell and Denise Wells were present. Kurt Powell, Willamette Community Management was also present. One resident of West Oaks was also present.

**Financial Reports:** The Board **ACCEPTED** the financial reports for January and February

**WCM Report:** The Board **APPROVED** a motion to send the warranty notification letter to Sean Gores Construction based on the findings of Morrison Hershfield on their building warranty review completed on January 28th 2014.

**Minutes:** The Board **APPROVED** the minutes as amended from January 16<sup>th</sup> 2014.

The Board **APPROVED** a motion to send a lien letter to one owner and file a lien if the owner doesn't respond.

The Board **APPROVED** a motion to give owners 30 days to respond to the insurance requirement from the Required Insurance Resolution passed on November 21st 2013 or face a \$15/day penalty.

The Board requested to have WCM send a request for contact information forms as well from those owners who have not submitted one recently.

The Board requested that interested owners in becoming Board members come to a meeting to present themselves.

The Board **APPROVED** a motion to have Clearly Superior clean the gutters now and December 2014 if the price is close to the quoted price from last year.

The Board requested WCM to get quotes for power washing the vinyl fence at WOC.

The Board **APPROVED** a motion to get 100 additional cracked stair treads replaced with new treads.

The cement is pitting out in building G. WCM will inspect the concrete to see what measures are necessary to keep further damage from happening.

The Board requested WCM to get a quote from Handy Hands landscaping for more plant color on the property at West Oaks.

The Board requested WCM have two real estate signs removed from the property at West Oaks.

The Board **APPROVED** a motion to approve an architectural review request for one owner in West Oaks.

Ask ARMOR to let us know when they run out of lightbulbs.

The next meeting of the Board will be May 29th 2014 at 6:30pm at the Market of Choice Meeting room in Corvallis OR.

The meeting adjourned at 7:45pm.