

BOARD MEETING MINUTES

ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS – June 26th 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, Denise Wells, and Katie Lanker were present. Kurt Powell, Willamette Community Management was also present.

Minutes: The Board **APPROVED** the minutes as amended from May 29th 2014.

Owner Forum: Nothing to report.

Garbage Enclosure: The Board requested the east garbage enclosure to be cleaned up with detergent and be pressure washed on the inside. The Board also requested that Allied Waste switch garbage dumpsters at this time in the east garbage enclosure.

Light Bulbs: The Board reviewed the idea of changing light bulbs in the community with LED light bulbs. Katie will look into LED light bulb cost. WCM will also contact Chris Allen for his input on LED lights.

Investment Opportunities: The Board asked Katie to look into the long term financial investment options for West Oaks Condos. WCM gave the Board the requirements for investment from Oregon Law.

Porch Rail Painting: WCM contacted Sean Gores Construction with units showing peeling paint on the porch railings as it may be covered under a warranty with them.

Insurance Information: WCM sent out certified letters to those owners who have not yet updated their insurance information with West Oaks Condos showing information on the fine.

Collection: There are currently two accounts with Vial Fotheringham at this time who is pursuing collection on past due assessments.

Trash Enclosure: WCM does not have any new information at this time on whether the Board can modify or remove the east trash enclosure, but will continue to search and report to the Board on its findings.

Entrance Sign Light bulb Out: WCM will contact a vendor to repair the light bulb fixture at the entrance to West Oaks with a more sturdy design.

Umpqua Bank Signers: WCM distributed new signer information to the Board members to update Umpqua Bank on the bank signers.

Parking Update: At the request of the owner of the RESERVED space, WCM recently towed a car in WOC that was parked illegally in the RESERVED space during the last month.

Hazard Trees: WCM has contacted an arborist to review trees in the north green space of West Oaks Condos that are hazardous and to give that information to the Board for quotation purposes.

Comcast/Cable Connections: The Board reviewed the current flashing design above the current connection box for the Comcast connections at West Oaks Condos on each building and requested WCM to research the origin of the current design and request Comcast fix the flashing they have bent.

Damage to Garage: WCM will follow up with a property manager who notified WOC that a resident damaged a trim piece next to their garage to ensure the damage is corrected.

Entrance Sign Design: The Board requested WCM to design and create an entry sign to go above the map for West Oaks to clarify the name of the complex to be the West Oaks Condos. WCM will send the proof to the Board over email before any sign is created.

The meeting adjourned at 7:45pm.