

BOARD MEETING MINUTES

ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS – July 31st 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. One resident was also present.

Minutes: The Board **APPROVED** the minutes as amended from June 26th 2014.

Owner Forum: One owner discussed that a neighbor may be inappropriately disposing of condensation water from an air conditioner at West Oaks. WCM will look into this situation and request that the owner notify the Board of the current installation of the air conditioner at the condo and review the best method to dispose of the condensation water.

The Board **APPROVED** to have WCM create a draft resolution for the Board to review on air conditioners at West Oaks and their proposed use.

The Board **APPROVED** to have WCM look into the scope of work that ARMOR Contracting is currently providing for janitorial services for West Oaks Condos. WCM will give the scope of work to the Board to review.

Old Business:

Landscaping: The Board **APPROVED** to hold off on any planting in West Oaks until the fall and to reject two proposals received regarding planting. The Board will schedule a volunteer work party to plant at West Oaks in the fall.

WCM is reviewing pruning and other issues with the current landscaper. The Board noted WCM that there may be irrigation issues as well at the complex causing shrubs to die.

Painting on Balcony Railings: Sean Gores Construction will be coming to West Oaks to review painting of balcony railings and balconies that have had chipped paint on them.

Cable Boxes: WCM is working with Morrison Hershfield and Comcast to come to a long term permanent solution on flashing requirements for the Comcast cable boxes in the complex.

Hazard Tree Work: An arborist came to West Oaks and noted there is a large douglas fir tree leaning toward a building and gave a quote of \$975 to remove it. WCM will ask Limbwalker how much it would take to lay the tree down and leave it where it is instead. Limbwalker will also provide a quote to perform structural pruning on each tree on site.

Lights at West Oaks: The Board **APPROVED** a motion to purchase 18 LED bulbs for building A and have them installed as soon as they arrive.

The Board reviewed collections and **ACCEPTED** the financial situation for West Oaks for July.

Stair Treads at West Oaks: The stair tread replacement project will begin tomorrow, Aug 1st and go till Aug 8th for buildings D, E, and F. (The stair treads at buildings G, H, and I were completed earlier this year).

Parking Lot Striping/Pressure Washing: The parking lot striping is done. Mid Valley Pressure Washing completed the pressure washing to the parking lot, the fences, and the east garbage enclosure.

Signage for West Oaks: WCM has requested R3 signs create a draft of a new entrance sign for the Board to review.

Garbage Enclosure: The City of Corvallis noted that in theory the east garbage enclosure could be removed. The Board requested WCM to create a proposal to the City for their review and to send a letter to owners requesting their comments should the east garbage enclosure be removed. The Board **APPROVED** a motion to have the east garbage enclosure removed on August 21st and the concrete underneath the area be removed as well as long as the City approves the plans and the owners do not bring up any significant concerns. Additionally, the Board **APPROVED** a motion to have the 2 yard dumpsters for trash be replaced with 4 yard dumpsters and the 2 yard cardboard dumpster be replaced with a 4 yard dumpster as well if the removal of the east enclosure goes forward.

Enforcement

Windows: The Board **APPROVED** to have WCM to move forward with sending notification of fining letters for 7 owners with windows that are in need of removal as the IGU seal has failed if they don't repair the windows in two weeks from the date of the letter.

Insurance: The Board **APPROVED** to continue fining on 4 units that have not submitted insurance declaration pages for the required insurance for West Oaks Condos. The Board **APPROVED** removing fines from two owners based on the information from their appeal and to remove half of the fines from one owner based on their appeal.

Towing: The Board **APPROVED** attaching the towing fine per the parking resolution to one owner based on the information presented at the Board.

Repairs: ARMOR Contracting will be repairing a piece of broken siding in front of building G, broken trim next to garage 33, and will be cleaning the mailboxes as well in the coming weeks.

The Board reviewed a report of bees at building E and the report from the bee expert as well. As the bee expert noted the season for bees is within 2 weeks of being done and the bees are not aggressive, the Board opted to hold off on additional treatments on the building and to look at 2015 and how best to treat for bees at West Oaks.

The next meeting is August 28th 2014.

The meeting adjourned at 8:32pm.