

ANNUAL MEETING MINUTES

ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS –December 11th 2014

The Annual Meeting of the Association of Unit Owners of the West Oaks Condos was convened at the Market of Choice meeting room at 5:33pm by Kurt Powell of Willamette Community Management. Directors Denise Wells, Daniel Hough, and Katie Lanker were present. Kurt Powell, Willamette Community Management was also present.

The Annual Meeting of the membership of the West Oaks Condos could not be held due to lack of a quorum. The Bylaws of the West Oaks Condos requires 40% of the membership to be present in person or by proxy. There were only 20 owners present in person or by proxy, so a quorum was not met. The meeting adjourned to January 8th 2015 at 5:30pm at the Market of Choice meeting room of Corvallis OR, and all owners present confirmed they would allow their signatures to be used as a proxy for the meeting on January 8th.

AGENDA

ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS December 11th 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 5:35pm by Kurt Powell of Willamette Community Management. Directors Denise Wells, Daniel Hough, and Katie Lanker were present. Kurt Powell, Willamette Community Management was also present. Five residents were also present.

Minutes: The Board **APPROVED** the minutes from November 20th 2014 with a motion made by Denise.

Financial Statements: The Board **ACCEPTED** the financial statements for November.

Owner Forum: One owner shared his concerns regarding the budget and suggested the Board adopt a different reserve allocation that would significantly increase assessments. The Board will discuss the budget in more detail in the January meeting.

Structured CDs: Tyler Childers from RBC Wealth Management will attend the meeting in January to discuss structured CDs.

Garbage Enclosure/Trash: The trash enclosure changes are moving forward as planned and should be completed by the end of January.

Landscaping: Daniel Hough and WCM met with J2O rainwater collective on site at West Oaks to discuss rain water collection, landscape changes (xeriscaping), and landscape management changes in order to save association money in the long run and move toward a sustainable landscape approach. J2O will present a proposal to the Board for the January meeting.

Goat Weed Abatement: WCM will meet with Goat Power next week to discuss the weed abatement project at West Oaks.

Dryer Vent Discussion: The Board hired Diamond Clean to clean one dryer vent in West Oaks Condos as a "test case" to determine how much the dryer vent cleaning would cost in the community and how bad the lint buildup was. The dryer

vent was not in a terrible condition. The Board requested to wait till 2015 to review a project to clean all dryer vents in the community.

Parking Appeal: The Board denied a parking appeal from a resident of West Oaks Condos whose car was towed per the parking resolution for West Oaks Condos to remove a \$100 charge on the owner's account.

Insurance Quotes: WCM is waiting for a few more insurance quotes to come through for West Oaks Condos. The Board requested that WCM change insurance companies to the company with the lowest policy cost for the same coverage that's in place at this time.

Crack in Floor: WCM met with RamJack as well as Foundation Engineering Inc on site at West Oaks to review a crack in the slab floor in unit G103. Foundation Engineering will meet the resident of G103 on site in a few days to confirm his initial thoughts that the crack in the slab foundation does not pose a safety risk or building risk as neither the perimeter foundation or building is showing any damage at this time. According to the residents of G103, the crack has been in place for 7 years.

Dog Feces: The Board briefly discussed dog feces in the community and asked that a note be on the statement from West Oaks Condos to owners as a reminder to pick up after their pets. The Board requested WCM provide pricing for the installation of dog stations in the community.

The meeting adjourned at 7:18pm