

MINUTES
ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS
July 28th 2016

The Board meeting of the Association of Unit Owners of the West Oaks Condos was convened at New Morning Bakery in Corvallis OR at 6:00pm 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. Owner Tracy Mills was present.

Minutes: The Board **APPROVED** a motion by Katie to accept the minutes from May 26th 2016.

Financial Report: The Board **ADOPTED** a motion to accept the financial statements from May and June with a motion by Katie.

Board Appointment: As Mary Fell has sold her unit and is no longer a member of the Board of Directors, the Board **ADOPTED** a motion to have Daniel Hough be Treasurer and to begin receiving electronic statements. The Board requested a list of owner occupied units be sent to them in the following weeks. The Board will develop a letter asking owners to participate on the Board to be sent the second week of September. Katie will start the letter.

OLD BUSINESS:

Pool Membership Update: The Grand Oaks Apartments has noted they are not willing to give out pool memberships to residents of the West Oaks Condos.

Meeting Times: The Board changed the meeting time to be 5:15pm for future Board meetings.

Morrison Hershfield Agreement: As the first step in moving forward on the scheduled repairs to the northern elevations to buildings E - I, the Board **ADOPTED** a motion to accept the proposed agreement from the architect Morrison Hershfield and sign the contract between Morrison Hershfield and West Oaks Condos with a motion by Katie.

Shonnards Landscape Meeting: WCM gave a report on the current landscape performance by Shonnards on site during their first month. There are currently some issues that WCM is working with the landscaper to address. Denise will join WCM on site when it meets with Shonnards.

Janitorial Stairwell Work: The Board asked if Work Unlimited would be willing to look at performing sweeping in the stairwells and wiping down hand rails at West Oaks. WCM will find out and report back to the Board on this topic.

Parking Rules: The Board discussed the current method of parking enforcement at West Oaks Condos. The Board **ADOPTED** a motion to have WCM cease enforcement of the red lettered RESERVED permit at West Oaks. WCM will create a new version of the parking resolution with the wording of the RESERVED permit removed and send it to the Board prior to the next Board meeting.

The Board requested that WCM send a revised contract for West Oaks to the Board for their review to determine what services they would like from a community manager.

Irrigation Well Potential: Daniel Hough is still researching the possibility of having a well drilled on site for the use of irrigation.

Misc Items:

Allowing Owners to install attic vents or side vent fans for upper units: The Board asked WCM to look into the benefit of allowing 3rd floor owners to install vents for their units to remove the hot air from the attic in order to cool down their units in the summer. Daniel Hough will also research the topic as time allows.

Internet for West Oaks: The Board asked WCM to look into having a company such as Alyrica install internet service to condos as time allows for proposed use of smart irrigation timers or security cameras on site.

Monument Sign Replacement: WCM gave the Board general information for a company out of Portland that could replace the currently built monument sign from the start to the finish. However, the company out of Portland would not be able to complete the permitting. WCM will give the Board additional information over email on this topic.

Safety Railings Review - Warranty Work Review: Outdoor Fence came back on site and removed the safety railing from building A and had it re-powdercoated and reinstalled. The Board will hold off on paying the bill until it gets a final word on whether Outdoor Fence has completed the work and whether the work completed by Outdoor Fence is satisfactory.

Moss Roof Treatment: Chris from Sprick Roofing took a look at the condominiums and determined that moss treatment does not need to happen at this time but the association would benefit from having the work done in the fall of 2016.

NEW BUSINESS:

The Grand Oaks Apartments have notified the Board that there are residents that continue to use their trash facilities. The Board asked WCM to contact Grand Oaks to find out what residents have been using the facilities so that WCM could follow up with the residents to stop the activity.

The next meeting of the Board of Directors is August 25th at 5:15pm at New Morning Bakery.

The Board meeting adjourned at 8:26pm.