

West Oaks Condos HOA Board Meeting

July and August, 2010

July Attendance: Brian B. Egan, Mary Fell, Jane Wright, and Doris Cancel-Tirado (Denise Wells, absent) – board members. Dave Stubbs and Kurt Powell of Willamette Community Management – property managers. Medora Tuck Stevens and Robert Stevens – owners. Jason Grosz of Vial Fotheringham LLP – HOA attorney. Caleb VanderMolen and Mark Rose of Morrison-Hershfield – consulting engineers.

Approval of May minutes: The minutes from May 19 were approved as posted on the web site. There was no June meeting.

Treasurer's Report: Mary Fell, Treasurer, reported that the checking account is reconciled.

Owners Forum: The tenants in A303 have been asked to be more quiet. * Dave Stubbs will contact the owners.

Lawsuit Update: Jason Grosz briefed the owners in attendance on the history of the court case.

- As of the date of this meeting, the trial date is Sept 20th.
- About 10 of the homeowners' surveys distributed by Vial Fotheringham have been returned.
- The board questioned the latest Morrison-Hershfield Bill. Jason explained that he had asked Mark Rose to perform specific procedures and this is what we were billed for.
- Visual Inspections of the property by two defendants have been completed.

July Adjournment: Due to time constraints, the July meeting was adjourned until August 18, 2010 at 6:30 at the Timberhill Starbucks.

Executive Session: After adjournment, the Board and attorney Jason Grotz convened an Executive Session on August 16th. (No minutes are recorded during executive sessions.)

August Reconvening: The board continued the meeting on August 18, 2010 at Starbucks in Timberhill Shopping Center.

August Attendance: Jane Wright, Mary Fell, Denise Wells, and Doris Cancel-Tirado (Brian B. Egan, absent) – Board. Dave Stubbs and Kurt Powell of Willamette Community Management – property managers.

Treasurer's Report: Mary Fell, Treasurer, reported that the checking account is reconciled.

Owner's Forum: Mary Fell wanted to plant a tree on the property; Dave suggested that it not be done because it was not the right tree for the property. Denise noted that there is a dead tree between Bldgs. G and H. * Kurt will take note of this and report it to the landscapers.

Property Manager's Report:

- Delinquent Assessments: There is one new bankruptcy, and three owners are delinquent in payments. A motion was voted on and passed to cease collection and write off the debt on Unit F201.
- Carport Repair: The carport has been repaired and monies received from FedEx.
- Lawn Care Complaints: Lack of cleaning up after dogs is still an issue. * Denise will report to Dave who the dog owner is. Some beds are not being weeded. * Denise will report to Kurt as to which ones they are so he can report this to the landscapers.
- Trash and Irrigation Startup: Start up expenses were incurred with irrigation repairs.
- Birds in Carports: Jon has removed all birds' nests from all the carports.
- Defendant Surveys: Most surveys have now been returned.
- Satellite Dishes: Only one location per building is approved for dish installations. All installations require board approval.
- Emergency Access: Willamette Community Management clarified that they are a community manager and not a property management firm, and therefore do not have keys or access to owners' units.

Insurance Company Recommendations: It was discussed that insurance is required by owners on each unit they own. The amount may be determined by how many bedrooms there are. This will be discussed again in September at the board meeting.

Morrison-Hershfield Bill: It was voted on and passed to pay the June and July bill.

Storage Shed: It was approved to purchase a storage shed for the property, for the use of maintenance personnel.

Increase in WCM bill for bank questionnaires: There was discussion about the increased amount of time needed for preparation of bank questionnaires. It was voted on and passed to pay WCM for additional time that may be incurred.

Next Board Meeting: September 22nd (later postponed to October 6 at 6:30, at Starbucks in Timberhill Shopping Center).

* before a name denotes a task to be accomplished