

**West Oaks Condos HOA Board Meeting
April 26, 2012
Market of Choice Community Room (9th and Circle)**

Call to Order

Meeting called to order at 6:45 PM.

Attendance

Brian B. Egan, Denise Wells, Mary Fell, and Robert Stevens - Board Members; Kurt Powell of Willamette Community Management; Scott Spears and Claude Plouvouezo of Morrison Hershfield; Christopher Allen – Tenant/Owner's Representative

Approval of Minutes

The minutes from the March Regular Meeting and April Emergency Meeting were not finalized and posted on the website. The minutes will be approved at the May Regular Meeting.

Treasurer's Report

Mary reported that the accounts were reconciled.

Morrison Hershfield Presentation

- Jason Grosz, Association Attorney, and Sean Gores of Sean Gores Construction (SGC) reviewed the bid document and contract language and both were fine with the contract. The contract is ready for execution by both sides and construction can begin shortly thereafter. When Brian gets the go-ahead from Jason that the contract is ready for Board review and approval, the Board will convey in Executive Session to approve the contract.
- Claude reviewed the bid document for Board Members.
- Scott mentioned that their structural engineer reviewed the stairs and prepared recommendations for work that needed to be done. The recommendations were forwarded to SGC.
- Claude said in the first two weeks of construction Morrison Hershfield (MH)/SGC will be reviewing the existing conditions and making determinations as to whether the scope of work needs to be revised.
- Board Members made it very clear to MH that the repairs need to fit within the budget that Jason and Sean agreed to because there is limited money available.
- Claude and Scott reported that there would be weekly construction meetings on-site and that a board representative would need to attend. These meetings will decrease in frequency as the project moves forward.

Owner's Forum

No owners spoke.

Community Manager's Report (Kurt)

- Kurt mentioned that the Association Insurance does not renew until August 15, 2012.
- Kurt reported on the Association financial situation and the accounts that are seriously delinquent. One of the seriously delinquent accounts has asked Kurt for a pay-off; a good sign that the Association could receive payment soon. The Board APPROVED the writing off of one delinquent account and sent another to Vial Fotheringham in accordance with our collection resolution.

Discussion, Decision, and Information Items

- The Board agreed that a porch railing repair in a Building 'C' unit did not need ARC approval.
- Tru-Green asked to remove one small tree in the parking lot for free. The Board agreed to this tree removal. Noise complaints about a Building 'G' unit have continued and a second fine was levied.
- Board denied the proposal of Tru-Green to spray plants in the common area. Board Members wanted to wait until the construction is finished before investing money on landscaping.
- Board Members agree that an educational campaign on common maintenance issues needs to be done after the construction project.

Next Meeting

The next regular meeting will be held on May 24, 2012 at the Market of Choice Community Room.

The Board wants owners to be aware that during the construction project there may be occasions where an emergency meeting is called for the purpose of making important decisions that cannot wait until the next regularly scheduled meeting. Details of any emergency meeting will be posted on the website.

Adjournment

Meeting was adjourned at 8:11 PM.