

**West Oaks Condos HOA Board Meeting  
June 28, 2012  
Imagine Coffee (53<sup>rd</sup> and Philomath)**

**Call to Order**

Meeting called to order at 6:35 PM.

**Attendance**

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

**Approval of Minutes**

The minutes from the March, April, and May regular board meetings were approved, as well as, for the April emergency board meeting as posted on the website.

**Treasurer's Report**

Mary reported that the accounts were reconciled and construction bills were acceptable and paid.

**Owner's Forum**

A question was asked about the percentage of the units that are owner occupied. Brian reported that the approximate breakdown is 33% owner occupied, 33% relative-occupied, and 33% rental-occupied.

**Construction Project Update**

- Brian reported on Building 'A' and 'B' investigation results and construction process.
- Kurt has not heard any negative comments.
- Brian reported extensive water damage in other buildings and Sean Gores Construction gave us a not-to-exceed cost to fix the water damage in later phases. Cost savings in other repairs that can be deferred will mitigate these additional costs. Repairs that will be deferred are north elevations on Buildings 'A', 'E', 'F', 'G', 'H', and 'I', walls with no openings, and not waterproofing some decks.
- Building 'C' is getting ready to begin in the next week.
- Construction meetings will be going to an every two week timeline.
- Schedule for Phase II and III is still up in the air as SGC develops the construction process during Phase I.

**Community Manager's Report** (Kurt)

- A unit for sale had the sale fall through, but a title company indicated that a second party maybe interested in purchasing the unit. This unit is in arrears on assessment charges. Kurt will verify that if the unit sells that the HOA will be paid in full.
- Vial Fotheringham is working hard on the collection process for one unit.
- Parking enforcement continues and always remains a problem.
- Association Insurance renews August 15<sup>th</sup>.
- Parking lot lettering will need to be done again after the construction project.
- TruGreen submitted a proposal to address a drainage problem with a French drain between Buildings 'G' and 'H'. Cost estimate was \$520. Board wants to block off this area for safety reasons until the work can be done after the construction project.

**Discussion, Decision, and Information Items**

- Doris Cancel-Tirado resigned from the board. The Board does not have to appoint someone to fill the term, but a notice will be put in the statements and on the website that interested persons are being recruited.
- Morrison-Hersfield has been asked to do a reserve study along with the maintenance plan.
- Board members are starting to consider what level of dues increases would be acceptable to start building up reserves next year.

**Next Meeting**

The next Regular Board Meeting will be held on July 26, 2012 at the Market of Choice Community Room (9<sup>th</sup> and Circle).

**Adjournment**

Meeting was adjourned at 7:40 PM.