

**West Oaks Condos HOA Board Meeting
September 20, 2012
Market of Choice (9th and Circle)**

Call to Order

Meeting called to order at 6:41 PM.

Attendance

Brian B. Egan, 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 August regular board meetings were approved with amendments as noted below. MERS stands for electronic mortgage registry not electronic mortgages.

Treasurer's Report

Mary reported that the accounts were reconciled. All SGC invoices have been paid. During Mary's absence in October, Brian will be responsible for authorizing payments.

Owner's Forum

- It was mentioned that the glass recycling container in the east trash enclosure is missing.
- It was mentioned that balcony soffits still need to be painted on Building 'A'.

Community Manager's Report (Kurt)

- One delinquent account was paid in full after a completed sale. There is one remaining account in substantial arrears and is currently in collection with Vial Fotheringham. Three owners are now three months in arrears. One owner asked for a waiver of late charges; the Board denied the request.
- Kurt mentioned that Building 'E' notices about the start of construction on their building were mailed today.
- Kurt will have an electrician out tomorrow to repair lights.
- Parking enforcement continues and some times a car has needed to be towed, but Charlie's Towing has been unavailable.
- There has been one unit in Building 'D' where there has been trouble scheduling the window repair, but it has been scheduled for next week.
- A unit with a dryer fan that ran continuously has been fixed.
- Kurt has researched the water usage history in Building 'E'. The usage has always been a little higher. Next week Kurt will do experiments to see if individual units have small leaks. Kurt also found that the extra usage could be due to car washing.
- Kurt mentioned that we received a proposal from TruGreen about spraying for blackberries on the north side.

Construction Project Update

- Building 'B' and 'C' pressure washing and painting will start next week.
- Building 'E' will be starting construction next week.
- SGC is now working five days a week to accelerate the work progress.
- The construction costs are closely tracking the budget.
- There was discussion about potential damage in a Building 'D' unit. Brian asked Andrey for clarification on the potential damage.
- An issue with a Building 'A' downspout preventing a window from opening has been fixed.

Discussion, Decision, and Information Items

- Benton County now shows the common tracts under the HOA ownership.
- The Board denied a request for a free replacement parking permit to a unit.
- The Board approved a deed-in-lieu proposal as long as dues were paid in full; dues were paid in full prior to the deed-in-lieu being recorded.
- A request to use a car cover was approved.
- The resolution about balcony railings will be emailed out soon and then included with October statements so owners can have an opportunity to comment.
- 2012 Annual Meeting will be scheduled for November 15, 2012 at Market of Choice.
- Brian asked Board Members to think about probably having a 10% dues increase next year.

Lighting Committee Report

Chris gave a report on LED bulbs that could be swapped out for a cost savings of about \$700-800 with a payback of a little over 2 years. The Board will vote next month about whether all lantern lights outside front doors will be changed.

Next Meeting

The next Regular Board Meeting will be held on October 18, 2012 at the Market of Choice Community Room (9th and Circle), but since this meeting will not be on the fourth Thursday the Timberhill Starbucks will be a back-up location.

Adjournment

Meeting was adjourned at 7:58 PM and the board moved into Executive Session to discuss a contractor personnel issue.