

BOD 6.24.14 Minutes

Present:

Board members: Bill Schauer, Jim Stewart, Doug Ashby, Heather Wilaby, Cynthia Griffen

CAP: Wes Finchum

HO/Residents: Gerald Mains; Laura Hjelseth

6:02 Call to order

May minutes

- Board reviewed and voted to accept.

May Financial review:

- Wes — overall finances in good shape.
- Delinquent fees -
 - Few chronic offenders, being handled by attorneys
 - Heather - unit #39 E-104 new owner, tenants, may not know dues are delinquent; Wes to contact.
 - Per Wes, when someone buys unit they are generally not responsible for old fees (possibly up to 6 months depending on docs); we usually have to try to go after prior owner or bank - frequently unsuccessful.
- Sidewalk solutions paid us check for \$1899.47 for damage caused, so we paid their full invoice \$2255.53.
- May Financial statement approved.

Low Flow Toilets (~1.3 or 1.4 gallons):

- 10 residents + Clubhouse (22 toilets) on list
- Cost unclear, Wes to get bids from Beaverton Plumbing and others.
- American Standard recommended brand
- City of LO may offer rebate (\$70-90)
- Any complications beyond basic toilet installation is HO responsibility
- Per Wes, Plumbing Co. will get one check, and Board will ask residents for reimbursements.

Bark dust

- Ryan Creek will be replacing bark dust this week.
- Wes has notified residents in case anyone is sensitive to dust, etc.
- Half of money paid in advance.

Envelope Inspection

- Richard Graves reportedly did this on all buildings; E building highest priority in regards to structural dry rot. No repairs done yet.
- There are conflicting reports as Jim Dillon previously identified dry rot by roof gable in E building, but Richard did not list this as an issue. Richard should communicate with Jim D.
- Wes to have Ed call Jim Stewart about process.

Reserve Study

- Wes will try to have draft of new Reserve Study done by late August, so Board can have it approved by Nov 30 deadline.
- Complete Reserve Study due every other year (2015).

BOD 6.24.14 Minutes

Water usage down 3.9% overall, although it is up in some buildings and down in others; cost up 5.1% due to increase rates.

- Heather will note this in Summer Newsletter, thanking people for their efforts to date and encouraging more water conservation.
- [Wes will get y-t-d costs from '13 to '14 to see how this adds to our understanding of water usage trends before info goes out in Newsletter.]

FHA renewed

- Good until June 2016.
- It is on tracker sheet and Wes will start working on renewal Jan. 2016.

Condo Association Insurance

- Just renewed through Fidelity (annual)
- Covers entire capital reserve balance + 3 months operating expenses.

Emergency Procedures

- Notice to go out to all HO and Residents re: CAP contact info in the case of maintenance emergency.
- CAP to provide laminated copy of this to be posted in Clubhouse window.
- Residents and HO will be requested to email their contact info to Wes.

Compliance

- I-201 - needs letter re: window air-conditioner + storage on deck
- H-102 - needs letter re: storage on deck + frequent traffic and change of residents (possible nefarious activities)
 - Resident in H-103 has expressed concerns
 - Wes to notify police.

Repairs (CAP)

- Pool handles on E building side need fixing.
- Light in women's bathroom needs replacing.

Window Washing

- Cynthia to schedule annual Window Washers visit
- HO/Resident expense
- Heather will put info in Summer Newsletter.

Cleaning

- Terry Chesney to increase cleaning frequency to every 2 weeks during summer.
- To include restocking paper products in bathrooms from storage closet.
- Doug to contact Terry re: this.

Misc.

- Coyotes have been spotted on Kingsgate; Heather to mention in Newsletter.
- Laura reported that her stepping stones were stolen from I-103.
- Wes has gotten conflicting info from MPHQA re: whether we can post Pet signs.

Next meeting August 19th 6 p.m.

Adjourned 7:23 p.m.