

MINUTES

Minutes of the Board of Directors Meeting for the Murrayhill Woods Condominium Owners Association held at 6:00pm on February 26, 2018 in the clubhouse at 9450 SW 146th Terrace, Beaverton, OR 97007

The meeting was called to order by chair Torey Farnsworth at 6:00pm.

Quorum Present: Yes

Board Members in attendance: Torey Farnsworth, Chair
Nicole Stewart, Director
Mike Helmuth, Treasurer
Aaron Dent, Director
Patty Higham, Director

Board Members absent: Lynsi Sitton-Knieling, Secretary
Robert Rioux, Director

Guests in attendance: Dave Snyder, American Family Insurance
Eric Costaggini, P2
James Hust, S6

Others in attendance by invitation: Mark Vandervest, Community Manager
Cindy Vandervest, Office Manager
FRESH START Real Estate, Inc.

Proof of Notice: 72 hours notice for the meeting was publicly posted in all bulletin locations throughout the MHW condominium community.

Welcome & Introductions: Chair Torey Farnsworth opened the meeting by welcoming the visitors and asked community manager Mark Vandervest to run the meeting. Mark moved forward to Approval of Agenda.

Approval of Agenda: A motion was made by Mike to approve the Agenda as written. The motion was seconded by Patty and was unanimously approved.

Owners Forum: James Hust presented information to the Board on ductless a/c and heating units. He explained that Condos On The Green did a resolution to accept these new a/c units and how quiet they now are.

Approval of Minutes: A motion was made by Patty to approve the minutes for the meeting held on 1/22/18 as written. The motion was seconded by Nicole and was unanimously approved. A motion was made by Torey to approve the minutes for the special meeting held on 2/6/18 as written. The motion was seconded by Mike and was unanimously approved.

Financial Report:

Management reported the following information to the financial report:

The Association Delinquency Report was presented. There are only three delinquent units (90 days or more past due), two of which have an agreed-upon repayment plan, and one which was recently foreclosed upon.

Manager's Report:

- Management met with Synergy to talk about the progress (lack of) on A4. Windows have been ordered. The insurance sent a check in the amount of \$74,935.10. 1/3 was paid to the contractor as a deposit, 1/3 will be paid after the drywall is installed, and the rest will be paid at completion.
- A closing inspection revealed debris and sagging insulation in the crawlspace of unit G3. It has been cleaned out and repaired.
- 2 front doors had to be grinded down to the metal in several areas and then repaired and repainted. This will likely be ongoing repair throughout the complex as the paint weathers and begins to crack.
- The "I" Building had vents installed in the roof to help with venting of water and condensation build up.
- Several carports have had new much brighter updated LED lighting installed. This will be ongoing throughout the carports until completed, and should save the association with energy costs.
- All but 11 units have registered their vehicles.

Violation Reports and Issued Violations:

1. Sixteen (16) patio violations were issued.
2. One (1) entry violation was issued.
3. Six (6) window violations were issued.
4. Five (5) smoking violations were issued.

New Business:

G3 has requested a medical exception to the living room vertical blinds. Patty made a motion that as long as the tenant is moving in May, the vertical blinds do not have to be installed. Mike seconded the motion and it was unanimously approved.

N2 had a curtain violation that was corrected immediately by exposing the vertical blinds were in fact in place, just hidden by curtains. Mike motioned that the violation be removed, Patty seconded the motion and it was unanimously approved.

An Owner brought attention to Management that he spent over \$300 for white blinds that are not the 2" slats but are much nicer. Mike motioned that as long as they are white and look uniform from the outside, they are acceptable. Patty seconded that motion and it was unanimously approved.

The Board discussed allowing hard surfaces on 2nd floor units. For the ongoing purpose of sound reduction, Mike motioned that upper units maintain ONLY carpet in the living, dining, hall, and bedroom areas and vinyl and/or tile in the kitchen and baths. Torey seconded the motion and it was unanimously approved.

Old Business:

Dave Snyder with American Insurance discussed the Associations policy renewal and went over several deductible options and how those options affected the premiums. Dave indicated that most insurance carriers are no longer offering Earthquake coverage with a 10% deductible. Murrayhill Woods still has the 10% deductible and is eligible for renewal at an annual premium of \$30,784.00. Mike made a motion to renew the policy with the same 10% deductible that the COA has had in the past. Torey seconded the motion and it was unanimously approved.

Buildings A, D/F, H, I & N all lost trees over the last couple of years. Management presented the Board with an estimate from Great Gardens Landscaping of \$3,374.00 to replant. Patty motioned to replace the trees as proposed including 4 dogwood trees and one cherry blossom tree. Torey seconded the motion and it was unanimously approved.

Torey requested the red and yellow concrete curbs be repaired/repainted around the complex. Management to get bids on repairing the concrete.

Hand railing in front of the "S" building is missing. Management to obtain bids to reinstall.

Schedule Next Meeting:

The next scheduled meeting will be on March 26, 2018 at the MHW Clubhouse.

Adjournment:

Mike Helmuth motioned to adjourn the meeting at 7:22pm. Torey Farnsworth seconded the motion.

Submitted by:
FRESH START Real Estate, Inc.
Community Manager