

MINUTES

Minutes of the Board of Directors Meeting for the Murrayhill Woods Condominium Owners Association held at 6:00pm on September 26, 2016 in the clubhouse at 9450 SW 146th Terrace, Beaverton, OR 97007

In absence of chair Bev Hovley, Secretary Lynsi Sitton-Knieling requested that community manager Mark Vandervest run the meeting. The meeting was called to order by Mark at 6:04pm.

Quorum Present: Yes

Board Members in attendance: Lynsi Sitton-Knieling, Secretary
Torey Farnsworth, Treasurer
Aaron Dent, Director
Mike Helmuth, Director
Rick Sheldon, Director

Board Members absent: Bev Hovley, Chair
Kathy Leonetti, Director

Guests in attendance: Fred Lange, Owner at H2
Jason Rostami, Owner at F7
Karen Showers, Owner at Q3
Gary Moak, Owner at Q1
Jessica Johnson, Owner F3
Jessica Johnson's mother, guest

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

Welcome & Introductions: Mark opened the meeting by welcoming everyone.

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

Approval of Agenda: A motion was made by Rick Sheldon to approve the Agenda as written. The motion was seconded by Torey Farnsworth and unanimously approved.

Owners Forum:

There were no comments during the owner's forum.

Approval of Minutes: A motion was made by Lynsi Sitton-Knieling to approve the minutes for the Board of Directors meeting held on 7/25/16 as written. The motion was seconded by Mike Helmuth and unanimously approved. The minutes of the annual meeting held on 8/22/16 were distributed for review, but will be approved at the next annual meeting.

Financial Report:

Financial reports were reviewed by the Board and there were no additional questions. Management reports that they are gaining on delinquent accounts from the balances passed on by prior management.

Manager's Report:

1. C, D, E, F, G & H buildings roofs and new gutters are completed. Minimal trim paint and touchups are left on the C building. Buildings A and B are scheduled to be completed before the end of October. The roof replacements will be phased over 3 years. This year the buildings A-H were slated first as they appeared to be in the worst shape. In 2017 buildings I-P are scheduled to be completed and 2018 the buildings Q-V will be completed, along with the clubhouse. The schedule does allow for changes. Should one building become a hazard or deteriorate to needing repair sooner, the board would prioritize that repair over another roof that is in better shape and could wait until the next phase.
2. Several hose bibs around the complex were fixed to stop leaking.
3. Bark dust has been installed on all buildings that have the new roofs and in many of the drive path areas.
4. "No dumping garbage on the ground" has been painted in each dumpster area in hopes of avoiding further dumping and over spill. An additional pickup of two dumpsters will be made on Wednesday of each week to help minimize overflow.
5. Retaining wall blocks on the South side of building A had been stolen and/or were missing causing the landscape to slide down towards the sidewalk. The retaining wall was repaired and looks great!
6. Dryer vents were all cleaned out from the outside of the buildings.
7. K4 has a mold issue that the association will have repaired.
8. Steps on buildings R & C were rocking and have been repaired.
9. Information was shared about the water mitigation damage and ongoing work to restore units C1 & C5.

Violation Reports and Issued Violations:

1. A notice of violation was given for a improper parking over the lines.
2. A notice of violation was given for a noise complaint in unit N after 10pm.
3. 5 notices of violation were given for placing garbage on the ground on the dumpster areas.
4. 2 dog violation notices were issued.

Old Business:

Karen Showers from the landscape design committee presented the board with in-depth information on new landscape designs. A motion was by Lynsi Sitton-Knieling to table this topic until the new budget is approved. Mike Helmuth seconded the motion.

New Business:

The board discussed whether it would benefit the residents to approve the 12 year renewal contract with Comcast. There is one modification remaining that is recommended by legal counsel. A motion was made by Mike Helmuth to approve signing the contract with Comcast agreement pending their approval of the recommended modification. The motion was seconded by Aaron Dent.

Jason Rostami from unit F7 presented to the Board the nuisances and health issues that his neighbor Jessica Johnson from F3 is causing his family. He contends that her cigarette smoke comes into his unit making it very unhealthy for their living environment. Jessica insists that she has made huge compromises to not smoke on her patio when she knows they are home or to smoke outside under the carport area away from the units. This topic was very heated with other owners raising voices and voicing concerns over whether it should be up to the Board to try and regulate what people do in their own units. Potential lawsuits were mentioned and the Board thanked everyone for their input as Rick Sheldon motioned for a brief executive session after the meeting. Lynsi Sitton-Knieling seconded the motion.

Schedule Next Meeting:

The next meeting for the MHW Board of Directors is scheduled for 6:00pm on October 24th, 2016 at the MHW Clubhouse. Torey Farnsworth will not be attending because of travel.

Adjournment:

Mike Helmuth motioned to adjourn the meeting at 7:55pm. Torey Farnsworth seconded the motion.

Submitted by:

FRESH START Real Estate, Inc.
Community Manager

Executive Session:

A brief executive session was held from 8:00om to 8:12pm to discuss Association liability with smoking nuisances and the process of adopting smoking bans. Mark will discuss all options with legal counsel and report back to the board.