

MINUTES

Minutes of the Board of Directors Meeting for the Murrayhill Woods Condominium Owners Association held at 6:00pm on September 25, 2017 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
Lynsi Sitton-Knieling, Secretary
Mike Helmuth, Treasurer
Patty Higham, Director
Nicole Stewart, Director
Robert Rioux, Director

Board Members absent: Aaron Dent, Director

Guests in attendance: Missy Hughes, C6
Fred Lange, H2

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 if there were any Owner/Resident questions or input.

Owners Forum:

Missy Hughes requested special “handicap” parking accommodations while recovering from a knee surgery. A motion was made by Mike Helmuth to allow Missy to use carport spot #11 until October 31st 2017. The motion was seconded by Robert and was unanimously approved.

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

Approval of Minutes: A motion was made by Lynsi to approve the minutes for the Board of Directors meeting held on 07/24/17 as written. The motion was seconded by Patty Higham and was unanimously approved.

Financial Report:

Management reported the following information to the financial report:

1. July & August financials were presented and reviewed.
2. The Association Delinquency Report was presented, and Management was happy to report that 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 turned over to collections.

Manager's Report:

1. Drainage issues on buildings V & S were corrected.
2. Sidewalk in front of V4 was reconfigured to help assist in water drainage.
3. Light fixtures, photo cells and bulbs were replaced as needed throughout the complex.
4. Crawlspace E4 has significant water. Getting bids to correct.
5. Buildings P & I roofs have been completed. In April of 2018 MHW will begin the final phase of roof replacements.
6. Building F had a light fixture that was hanging out and getting water inside the wall. It has been repaired and sealed tight.

Violation Reports and Issued Violations:

1. One (1) window violation was issued
2. One (1) garbage violation was issued
3. One (1) common area violation was issued.
4. One (1) dog waste violation was issued.

The above violations were discussed and Mike Helmuth made a motion to enforce all fines as written. Patty seconded the motion and it was unanimously passed

New Business:

CD Investments. Management presented researched rates from various financial institutions. The best rates were provided through MHW's current financial investment firm Voya Financial. Mike Helmuth made a motion to divide the reserve funds currently held by Voya Financial into equally laddered 1, 2, & 3 year CDs. Patty seconded the motion and it was unanimously approved.

Parking space foreclosure update: The attorney informed management that the court has accepted the injunction filing. The hearing will be scheduled on the court docket for a hearing.

Management received a police report from Beaverton Police Department with the names of the minors that were caught by the BPD for trespassing (jumping the fence) at the MHW pool.

Javier will blow walk ways and maintain cleanup of the leaves on a regular basis during the winter months.

Torey suggested the gym could use a little sprucing up. She mentioned a nice coat of paint, a better solution for the cords that are currently taped down, and removal of the old "bike" to free up the crowding would be nice.

Management followed up on the vehicle registration process. The use of parking stickers will assist in residents to utilize their assigned parking spots instead of monopolizing the “open spots”. Nicole made a motion to proceed with developing a vehicle registration process in MHW. The motion was seconded by Mike. The motion passed by majority vote.

There was discussion about savings vs. usage of the spa. The savings may benefit the possible installation of a new pool heater before next season’s usage. Discussion of a pool heater installation was tabled until January. The Board decided to close the pool and spa for the winter beginning September 29, 2017.

The spa cover was ruined when a resident walked across it. Management will attempt to bill the negligent resident for the cost of the new cover. Mike Helmuth motioned management purchase a new spa cover at a cost of approximately \$800. Patty Higham seconded the motion and it was unanimously approved.

Management mentioned that they are seeking new cleaners for the gym area. The Board discussed offering more money for the job but ultimately decided they wanted management to continue interviewing at the current price.

Old Business:

FRESH START presented information regarding a request for installation of an EV charging station. 10% of any income generated from a charging station goes to the company that installs it. The remaining 90% would be reimbursed to the Association to pay for electrical usage. The cost to install a terminal ranges from \$8,000- \$12,000. The Board reviewed all information and Mike Helmuth made a motion for the Board to deny this request at this time. Torey Farnsworth seconded the motion. The motion passed by a majority vote with one abstention.

Management presented the Board with a bid of \$3,500 to chimney sweep the entire complex. The bid was only valid for sequential access to each building over a 3-day period. The Board requested one more bid before making the commitment.

Schedule Next Meeting:

The next meeting for the MHW Board of Directors is scheduled for 6:00pm on October, 23rd, 2017 at the MHW Clubhouse.

Adjournment:

Torey Farnsworth motioned to adjourn the meeting at 7:34pm. Mike Helmuth seconded the motion.

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