



Murrayhill Woods Condominiums

## ANNUAL MEETING MINUTES

### ANNUAL MEETING OF THE BOARD OF DIRECTORS OF: MURRAYHILL WOODS CONDOMINIUMS

LOCATION: Murrayhill Woods Clubhouse at 9450 SW 146<sup>th</sup> Ter.;  
Beaverton, OR 97007 and  
Zoom Meeting for participants at remote locations

DATE: 08/22/2022

CALLED TO ORDER: 06:06 pm

QUORUM PRESENT: Yes

### OWNER ATTENDEES (Board Members Bolded)

<b>Patty Higham</b>	Sally Robinette
<b>Missy Hughes</b>	Joe Morelock
<b>Nicole Stewart</b>	Nour Al Obaidi
<b>Bryan Hall</b>	Annalea Egging
	Emily Gardner
	Sara Vandehey
	Beth Pinchot
	Jim McGowan
	Tom Gibbons
	Howard Ishizuka
	Carol Davis
	Fabiola Munoz
	Geraldine Masters
	Mahara Landazuri
Mark Vandervest - FSRE	Eric Costaggini
Cindy Vandervest – FSRE	Karen Mazzuca
Sunny Arruda - FSRE	Alison Burns

### ANNUAL BUSINESS

Roll Call and verification of quorum. Certification of Proxies. 71 proxies received representing 40.8% of the Ownership.

Notification of Annual Meeting was Emailed to all Owners and posted in mailbox and clubhouse display cases.

Approval of Agenda – Motion to approve was made and seconded. Motion passed unanimously.

Annual 2021 Meeting Minutes – A motion was made and seconded to forgo the reading of the previous annual meeting minutes and passed unanimously. Motion was made to approve the previous Annual Meeting minutes after correction of a minor typo and seconded. Motion passed unanimously.





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## MANAGER'S REPORT

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### 1. REPAIRS, MAINTENANCE & UPDATES

#### Monthly & Ongoing Maintenance:

- Onsite garbage management & cleanup
- Lighting maintenance
- Electrical maintenance
- Plumbing maintenance
- Rodent bait stations installed & maintained
- Cigarette receptacles maintained
- Photo sensor replacements
- Pool reads & maintenance (spa out of service for 2022 due to lack of gas meter install)  
Permits still need approval.
- Handrail repairs
- Balcony and patio repairs
- Dryer vent repairs and cleaning
- Gutter Maintenance
- Pool area Emergency phone installed

#### Reserves Projects:

- Storage garage addition (in process, but mostly completed).
- 2022 Landscape renovation completed.
- All new lights on exterior of buildings completed. West side yard lighting to begin soon.
- Concrete sidewalk repairs
- Entry landing rebuilds
- Siding replacements & repairs
- Chimney chase rebuilds
- Carport repairs
- Irrigation repairs & updates
- Moss treatment throughout community
- Pressure washing throughout community
- Tree maintenance/treatments by Arborist completed
- Bark mulch throughout community
- Tree trimming throughout community
- Various attic mitigation with corrected venting & insulation
- Various crawlspace mitigation with corrected venting



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**2. ADMINISTRATION**

**a. Violations Enforced (year-to-date):**

*For informational purpose:*

- (4) Patio Violations
- (2) Garbage Violations
- (10) Parking Violations
- (3) Smoking Violations
- (1) Pet Violation
- (1) Common Area Violation
- (1) Non-conforming Blinds Violation

**a. Homeowner Correspondence and Administration**

*For informational purpose:*

- 1. NINE covered carport leases are in place.
  - #12 to Unit C-6                      #13 to Unit C-7
  - #51 to Unit G-2                    #53 to Unit G-8
  - #56 to Unit H-4                    #67 to Unit N-1
  - #68 to Unit N-6                    #120 to Unit O-5
  - #146 to Unit T-6

**c. Owner correspondence for Board Review**

*Board action requested:*

- 1. None

**d. Real Estate Activity (2022 year-to-date Murrayhill Woods Condominiums)**

*For informational purpose only:*

- Units sold in 2022 (to date):            11 (down from 17 at same time last year)
- Average days on market:                4 (down from 5 at same time last year)
- Average Sq. Ft.                              840 (down from 880 at same time last year)
- Average list price:                        \$260,514 (up from \$232,626 at same time last year)
- Average list price per sq. ft.:            \$310.00 (up from \$264.00 at same time last year)
- Average sold price:                        \$268,300 (up from \$239,653 at same time last year)
- Average sold price per sq. ft.:            \$319.00 (up from \$272.00 at same time last year)
- Highest sold price for 2 BR:              \$320,000 (up from \$275,000 at same time last year)
- Highest sold price for 1 BR:              \$245,000 (up from \$237,000 at same time last year)

Sales continue to remain strong within the community.

\*Source: FRESH START Real Estate, Inc. via Portland RMLS



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### BOARD MEMBER ELECTIONS

Manager Mark Vandervest expressed a sincere thank you to the members of the Board and added that the Board continues to be very strong and has been a pleasure to work with over the years. Chairperson Patty Higham thanked Management for all of their work for the community including the noticeable improvement in the appearance of the community.

- Mark added that there were four positions open for election to the Board of Directors.
- 6 Candidate Questionnaires were received and each one was read aloud.
- Aaron Dent chose not to renew his position on the board. He was thanked for his 9+ years of service to the community.
- Each candidate was given a few minutes to introduce themselves and express their qualifications to contribute as a board member at Murrayhill Woods.
- There were no additional volunteers or nominations from the floor or from the online attendees.
- Voting was done by a show of hands, one candidate at a time.
- The newly elected Members of the Board of Directors for MHW are:
  - Bryan Hall
  - Tom Gibbons
  - Emily Gardner
  - Sally Robinette
- Welcome Tom, Emily, Sally, and Bryan to the Board!

### BOARD MEMBER ELECTION OF OFFICERS

- Patty and Missy both volunteered to remain in their current positions. A Motion was made and seconded to accept the officers as follows:
  - Patty Higham – Chairperson
  - Missy Hughes – Secretary
  - Tom Gibbons – Treasurer
- The motion passed unanimously.

### OLD BUSINESS

- Missy requested volunteers to help with the newsletter and received 4 volunteers

### NEW BUSINESS

- Carports need to be empty when they are being painted. It was requested that no one Park in the carports in front or around sides of a building during the time that building is scheduled to be painted.



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- A motion was made and seconded to open all association carports while painting is ongoing. These would be available only during the time an owner's carport is being painted. The motion passed unanimously.
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- Solar Panels – A member asked about considering Solar Panels & EV Chargers for the community. He presented a limited presentation and offered a great deal through his employer but the interest would need to be conveyed immediately. There was no cost study presented and the board felt unable to consider his proposal without the full financial and investment benefits report. The matter was tabled from further discussion.
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- Due to issues with the Hybrid Meeting audio for those participating online, a motion was made and seconded to purchase equipment including a microphone to improve the audio. A discussion followed where it was decided to table the subject until the next meeting in order to get a better picture of what is needed, and the cost involved.
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**ADJOURNMENT**

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NEXT MEETING DATES: **Monday, October 17, 2022 at 6:00 pm**  
This will be the annual Budget Meeting

MEETING ADJOURNED: **7:58 PM**

**--- END OF MEETING MINUTES ---**

MINUTES PREPARED BY: **FRESH START Real Estate, Inc.**  
Community Manager

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