

MINUTES

Minutes of the Board of Directors Meeting for the Murrayhill Woods Condominium Owners Association held at 6:00pm on March 27, 2017 in the clubhouse at 9450 SW 146th Terrace, Beaverton, OR 97007

The meeting was called to order by chair Bev Hovley at 6:01pm.

Quorum Present: Yes

Board Members in attendance: Bev Hovley, Chair
Aaron Dent, Director
Kathy Leonetti, Director
Torey Farnsworth, Director
Rick Sheldon, Director

Board Members absent: Lynsi Sitton-Knieling, Secretary
Mike Helmuth, Treasurer

Guests in attendance: Karen Showers, Q3
Virginia Finn, N5

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

Welcome & Introductions:

Chair Bev Hovley 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 Kathy Leonetti to approve the Agenda as written. The motion was seconded by Rick Sheldon and unanimously approved.

Owners Forum: There were no comments from any Owners or guests present.

Approval of Minutes: Bev Hovley requested that the minutes Note that Mark did follow up with Tony Williams of S1 about the noise complaint and also that the final outcome for the no smoking amendment was 103 votes of yes, 36 votes of no and 2 abstaining votes. A motion was then made by Kathy Leonetti to approve the minutes for the Board of Directors meeting held on 02/27/17 as modified. The motion was seconded by Rick Sheldon and unanimously approved.

Financial Report:

- The COA financial ledger for February 2017 was reviewed and discussed.
- There were only six delinquent owner accounts as of 2/28/17.
- \$125,000 of Reserve Funds held in the COA Voya money market account was transferred to the COA Bank of America Reserve account in order to keep all accounts under the \$250,000 threshold required to maintain FDIC insurance.

Manager's Report:

- Mark reported the roof on Building V will begin March 28th 2017.
- Light fixtures, bulbs and a photo cell were replaced as needed throughout the complex.
- I & J water bills are still running high according to a recent phone call with the City of Beaverton. There may be a need to check for any additional leaks or running toilets in these buildings.
- Management will get bids for an Exterior Envelope Inspection.
- Several areas of gutters were repaired.
- The Clubhouse kitchen sink cabinet base was replaced due to sagging and damage.
- Fitness Equipment was all serviced and should all now be in proper working order.

Violation Reports and Issued Violations:

- Three warning notices for smoking violations were issued.
- One patio violation was issued.
- One violation warning was given for car sitting with a flat tire.
- One violation warning was given for vehicle not moving for 90 days.

New Business:

FRESH START presented to the Board that the association retains 23 unassigned covered carport parking spots that can be leased out to residents. The Board discussed that \$50 a month rent would be a reasonable amount to charge for leasing these additional spots out.

Murrayhill Woods switched all new collection accounts from Vial Fotheringham to Community Association Law Group. An updated collections resolution was executed by the Chair and Secretary.

Management presented a bid of \$1,785 to resurface the spa. Aqua Care will be using an acid wash and sanding off the corrosion to give the spa a nice newer look. Kathy Leonetti made a motion to approve the proposal from Aqua Care and move forward with the resurfacing of the spa. Torey Farnsworth seconded the motion and it was unanimously approved.

The Board was presented with a letter and audio recordings from a residence stating that the occupants above her are intentionally “stomping” around, causing her to lose sleep. The Board carefully listened to the recordings, reviewed communications, and concluded that the noise they hear is customary to community living. A motion was made by Bev Hovley to have the board send the Owner a letter stating the Board has determined that the complaint does not meet the criteria of a nuisance complaint. Torey Farnsworth seconded the motion and it was unanimously approved.

Clubhouse reservation protocol needs updating. There will be a refundable deposit of \$100 required to reserve the Clubhouse. There will be a maximum of 20 people allowed at once. All reservation requests will now need Owner’s permission to reserve the Clubhouse. A motion was made by Bev Hovley to draft a clubhouse reservation form to address the new protocol. Kathy Leonetti seconded the motion. This motion was unanimously approved. Mark will draft a form and forward to the Board for review and comment.

Old Business:

Green Garden Landscaping has trimmed the shrubbery that was damaged by ice.

Management will obtain bids for sidewalk repairs.

It was determined that solar panels installed on common elements within the Association would be a liability to the association and detract from the uniform exterior appearance of each building. A motion to not allow the installation of Solar Panels was made by Rick Sheldon. The motion was seconded Torey Farnsworth and unanimously approved.

Schedule Next Meeting:

The next meeting for the MHW Board of Directors is scheduled for 6:00pm on April 24th, 2017 at the MHW Clubhouse.

Adjournment:

Bev Hovley motioned to adjourn the meeting at 8:12. Aaron Dent seconded the motion.

Submitted by:

FRESH START Real Estate, Inc.
Community Manager