

MINUTES

Minutes of the Board of Directors Meeting for the Murrayhill Woods Condominium Owners Association held at 6:00pm on January 23, 2017 in the clubhouse at 9450 SW 146th Terrace, Beaverton, OR 97007

The meeting was called to order by chair Bev Hovley at 6:08pm.

Quorum Present: Yes

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

Board Members absent: None

Guests in attendance: Kismet Kilbourn, C5
Malek Musleh, I1
Carol Davis, H4
Jason Rostami, F7

Others in attendance by invitation: Mariana Sandoval, Banner Bank Notary
Mark Vandervest, Community Manager
Cindy Vandervest, Office Manager
FRESH START Real Estate, Inc.

Welcome & Introductions: Chair Bev opened the meeting by welcoming everyone to the first meeting of 2017. Mariana Sandoval graciously notarized the Chair & Secretary's signatures on the smoking amendment that is to be recorded with Washington County.

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 Mike Helmuth to approve the Agenda as written. The motion was seconded by Kathy Leonetti unanimously approved.

Owners Forum: Malek inquired as to having the chimneys swept. This was not a line item that was approved in the 2017 budget, however Management will research and report back to the Board.

Approval of Minutes: A motion was made by Bev Hovley to approve the minutes for the Board of Directors meeting held on 11/28/16 as written. The motion was seconded by Mike Helmuth and unanimously approved.

Financial Report:

Financial reports were presented to, and reviewed by the Board.

The Association Delinquency report was reviewed and Management was happy to note that 60+ day delinquencies have been reduced to only three accounts.

One Late Fee waiver request was reviewed by the Board. Because all of the Owner's payments were historically mailed after the first of each month, the late fee waiver was denied.

Manager's Report:

1. Mark reported the difficulty in getting the roofing company back to finish Building A. After several requests for the roofers to come over periods of dry weather, Mark has asked to the Board if they would like FRESH START to explore other roofing companies. The Board agreed that if the current company isn't going to finish Building A, exploring other options is appropriate.
2. Light fixtures and bulbs were replaced as needed throughout the complex.
3. Two new Comcast cable outlets were installed for free as part of the easement agreement compensation. One was added in the Clubhouse so that it no longer has to share TV with the Fitness room and the other was added in the Manager's office. Also, wi-fi for the clubhouse, fitness room, office and pool area should be completed soon.

Violation Reports and Issued Violations:

1. A notice of violation was given for several parking violations.
2. Violation of improper disposal in the garbage dumpsters were issued.
3. Patio violation was issued
4. Window violation was issued.

New Business:

Snow removal protocol: FRESH START inquired as to what the Board would prefer management do when inclement weather causes ice or snow buildup in and around the complex. Mark passed around an opinion letter from the Association Attorney, which was reviewed by the Board. Management will ask additional questions about the legal opinion and report back to the Board.

Old Business:

Smoking amendment: Voting has concluded for the proposed smoking amendment, which has passed by a final vote of 103 in favor, 36 against, and 2 votes to abstain. There was an 81% participation rate throughout the community. Murrayhill Woods will become a nonsmoking community effective March 1, 2017. Those who violate the no smoking policy either INSIDE or OUTSIDE their units anywhere on the property after March 1st will be assessed a fine of \$250.00 for each occurrence. The Board noted that they are sympathetic to the inconvenience and difficulty that this may cause to the Owners that voted “no” to this amendment. Given the overwhelming approval of the amendment, the Board is hopeful that the residents who smoke will understand and make this transition as peaceful as possible.

Schedule Next Meeting:

The next meeting for the MHW Board of Directors is scheduled for 6:00pm on February 27th, 2017 at the MHW Clubhouse.

Adjournment:

Bev Hovley motioned to adjourn the meeting at 7:49. Kathy Leonetti seconded the motion.

Submitted by:

FRESH START Real Estate, Inc.
Community Manager