

MINUTES
ASSOCIATION OF UNIT OWNERS OF THE WEST OAKS CONDOS
February 19th 2015

The Board meeting of the Association of Unit Owners of the West Oaks Condos was convened at the Market of Choice meeting room at 5:48pm by Kurt Powell of Willamette Community Management. Directors Denise Wells, Daniel Hough, Mary Fell, and Katie Lanker were present. Kurt Powell, Willamette Community Management was also present. No owners or residents were present.

Minutes: The Board **APPROVED** the minutes from January 8th 2015 with a motion made by Denise.

Garbage Enclosure: The small (east) garbage enclosure was removed today. The west and larger garbage enclosure is the only enclosure left at this time and now has a larger dumpster. WCM will post signs and distribute flyers on the post at the site of the small garbage enclosure notifying owners that the only garbage enclosure for West Oaks is on the west side. The Board **APPROVED** a motion to change the 6 yard enclosure for a 4 yard enclosure to be picked up three times per week.

Reserve Study: The Board will discuss the Reserve Study in more detail at the next Board meeting on March 31st. WCM will distribute information to the Board to review prior to the meeting.

Financial Review/Budget Review: The Board reviewed the current budget and reviewed the expenses already slated to be expended for each budget item.

Janitorial Contract: The Board requested WCM to put together a specification for a contract for West Oaks Condos which would include a specific amount of hours on site with primary duties for the janitorial company.

Insurance Information: The Board **APPROVED** a motion made by Mary to change insurance companies on the package policy to Farmer's Insurance from CAU/American Benefits. The Earthquake coverage will remain at American Benefits.

Structured CD: The Board chose not to invest in a structured CD at this time but will review the CDs at the next Board meeting on March 31st while they review the Reserve Study.

New Business:

Power Washing: The Board **APPROVED** a motion to have Valley Power Washing perform power washing to the carports, garages, sidewalks and walkways, and curbs in the association.

Moss Control: The Board **APPROVED** a motion to hire a company to treat the roofs in West Oaks for moss.

Garbage Enclosure Cleaning: The Board **APPROVED** a motion made by Denise to hire Work Unlimited to clean up the garbage enclosure 5 days/week in West Oaks.

Goat Weed Control: The Board **APPROVED** a motion to hire the goat firm to have goats come to the association in the fall.

Sealcoating: The Board **APPROVED** a motion to have WCM begin soliciting quotes for asphalt sealcoating.

Sheetrock Repair: The Board **APPROVED** a motion made by Katie to repair sheetrock cracks in two units resulting from a crack in the slab floor as reviewed from a previous meeting.

Dog Stations: The Board **APPROVED** the new locations for three dog stations to be installed on site at West Oaks.

Owen Dell Proposal: The Board **APPROVED** a motion made by Katie not to hire Owen Dell to perform a landscape plan for the community. Denise will write a thank you note for the presentation made at the previous meeting.

Shonnard's Irrigation Proposal: The Board **APPROVED** a motion made by Denise to hire Shonnards to perform the irrigation changes in the community. WCM will ask them for recommendations on soils/plantings and request a Board member meet them on site for the review of the irrigation to answer questions.

Direct Vent Fireplace Design: WCM reported that Morrison Hershfield called to say they can perform the design for the direct vent for a fireplace. WCM will have them perform the design as discussed at a previous board meeting.

WCM Reports:

As requested by the Board, WCM will speak to the new insurance agent about the possibility of changing the insurance coverage to be "studs out" and to see how that would affect the premium price.

As requested by the Board, WCM will also request information from the insurer on if they would be willing to give a "deal" to owners owning a unit at West Oaks for personal property coverage.

WCM is continuing to work on asking Comcast to install different boxes on site, getting quotes for the safety rails, and getting quotes for the repairs to building A's stair tread stringer.

The Board requested that parking enforcement be on the agenda at the next meeting.

The meeting adjourned at 8:06pm.