

# West Oaks Condos HOA Board Meeting

February 16, 2011

**Attendance:** Doris Cancel-Tirado, Brian B. Egan, Mary Fell, Denise Wells, and Jane Wright –board members. Kurt Powell of Willamette Community Management – property manager.

**Approval of January Minutes:** The minutes for January were approved as posted on the web site.

**Treasurer's Report:** Mary Fell, Treasurer, reviewed the budget and financial statements. The financial report from Willamette Community Management was approved by the board.

## Owner's Forum:

- One owner reported that there are still issues with owners not cleaning up after their dogs in front of Bldg B.

**Lawsuit Update:** Several board members attended a settlement conference in Eugene. The suit continues. Details are posted on the web site as they emerge and can be released.

## Property Manager's Report:

- Delinquent Accounts: one owner was sent a 30-day demand letter.
- Leaks in A-304 and H-201 have been repaired.
- 50 out of 95 owners have returned their Owner Information forms.

**Additionally insured letter:** The board would like to research coverage requirements that better fit with the Association's existing hazard insurance policy. \* Brian will place a copy of the insurance policy on the website.

## Board Discussions and Decisions:

- Bank Change: The board agreed unanimously to change the Association's bank from Chase to Umpqua Bank.
- Trust Account Resolution: The board agreed unanimously to instruct Vial-Fotheringham (the Association's lawsuit attorneys) to open an interest-bearing account for potential settlement funds.
- Crane-fly Prevention Bid: The board agreed unanimously to accept the proposal for crane-fly spraying.
- Damaged Handicapped Sign: The person who caused the damage was unable to attend. Action was postponed until a later date.
- Garbage Enclosure Damage: Allied Waste refused liability. \* Kurt will talk to Jon about repairs.
- Increased Stairwell Sweeping: Several residents have complained about dirty stairwells. \* Kurt will get a bid from Jon of ARMOR for increasing sweeping to include the whole complex once a month.

- Ventless Fireplaces: WOC fireplaces do not vent outside, and can release moisture and carbon monoxide into the living space. Use must be limited and a window must be kept partially open when the fireplace is lit. Information will be sent to owners. \* Brian will post it on the web site too.
- Dryer Vent Lint Removal: \* Brian will post instructions on how to clean the dryer vent filters to prevent fire hazards.

**Next Meeting:** The next Board meeting will be held Wednesday, April 20th, at 6:30 p.m. in the Timberhill Starbucks.

\* before a name denotes a task to be done