

**West Oaks Condos HOA Annual Meeting
November 15, 2012
Market of Choice (9th and Circle)**

The Annual Meeting could not be held due to lack of a quorum of owners. The annual meeting will be re-convened on December 6, 2012.

**West Oaks Condos HOA Board Meeting
November 15, 2012
Market of Choice (9th and Circle)**

Call to Order

Meeting called to order at 7:01 PM.

Attendance

Brian B. Egan, Denise Wells, and Robert Stevens - Board Members; Kurt Powell of Willamette Community Management; Kathleen Lehman, Loren Chavarria, Kathryn Lanker, Ken Nitta – Owners; Christopher Allen – Tenant/Owner's Representative

Approval of Minutes

The minutes from the October regular board meeting were approved as posted on the website.

Treasurer's Report

Kurt reported that the accounts were balanced and reconciled.

Owner's Forum

No owners spoke.

Community Manager's Report (Kurt)

- The delinquent account at Vial Fotheringham is moving along and Kurt feels good we will get some money in the future. Other delinquent accounts are not a real concern yet.
- Parking enforcement continues and Kurt just a few days ago had an opportunity to potentially tow five cars. B & R has been selected as a new towing company and will supply new signs for the property.
- The Building 'C' assault is still under an active investigation by the Corvallis Police.
- Kurt reported again on the water leak investigation in Building 'E' and 'I'.

Construction Project Update

- Building 'I' (the last building) will be started soon.
- Brian gave a general project status report for owners present and a historical review of the construction defects.
- Morrison Hersfield asked whether they should prepare a cost estimate for additional stairway repairs. Board approved MH preparing a cost estimate for these extra stairway repairs.
- SGC would like to start work at 7:00 AM with noise starting at 7:45 AM. Brian asked owners for feedback. Board approved the request.
- A request was made for the HOA to cover interior painting in a unit. The Board declined the request.
- Kurt reported on some small out-of-scope damage in Building 'H' storage units.
- SGC is currently working on repairing an electrical issue on Building 'E'. SGC has temporary lights up to keep the building lit.

Discussion, Decision, and Information Items

- Brian reported on a Cadet heater recall. Brian is fairly sure that all the West Oaks Condos heaters are not on the recall list. Board members will check their heaters and report to Kurt. If none of the heaters in Board Member units are on the list than the issue will be considered resolved.
- MH is ready to also prepare a new reserve study in conjunction with the maintenance plan. MH indicated the cost estimate would be \$3,800. After discussion, the Board approved spending up to \$4,000 for a reserve study.

- SGC indicated we need to do gutter cleaning on a regular basis. The Board discussed and approved having Kurt find a vendor to do the work.

Next Meeting

The next Regular Board Meeting will be held on December 6, 2012 at the Market of Choice Community Room (9th and Circle) or Imagine Coffee if necessary. The re-convened Annual Meeting will be held prior to the December 6th meeting.

Adjournment

Meeting was adjourned at 7:56 PM.