

HOA Meeting November 12, 2005

Meeting called pursuant to notice given to association members by posting permanent notice on the bulletin board at each set of mailboxes.

A quorum of the Board was present including the following members:

Babe O'Sullivan

Heidi Jones

Lauranell Scarfo

Eric Palmer

Debbie Dearden

Also present: 4 association members were in attendance.

Meeting called to order at 9:07am.

I. Website:

Current website is not managed nor is it owned by the board. We will purchase our own domain and manage it through the BOD. One of our members (Peter) volunteered to investigate domain names, set up, and cost. The Webmaster will have to separate their roles as a Webmaster and as a member of the association.

Debbie – proposed that we create our own website.

Lauranell seconded

Vote passed 5-0

II. Repair Update –

A. Phase one, drainage/ground water intrusion, we have identified some problems as the digging has started around the first unit. Pipes had to be rerouted because of leaks. These leaks have probably been a problem for a long time. Retaining walls are being built behind some units, leveling of the grounds, and some dry wells have been installed to keep moisture down. A Lake Oswego arborist is coming out to inspect some of the trees that might have to come out, because they are safety risk, and the excavation will kill the roots of the trees.

B. Leaking windows and sliders, and gutters: work will begin to add Z-metal flashings around all the units where we have had complaints. We are waiting for 2 more bids for the gutters – we have one. We will accept the cheapest bid, but also

needs to be from a reputable company. Gutter repair and cleaning are separate companies and services. There are two meetings on Monday for recommendations for repair. We will repair and replace only what is necessary to prevent current water intrusion problems.

Debby proposed that Babe be able to choose the best bid, for cleaning only, based on references as long as bid is under \$10,000. We have to get started immediately and can't wait for next meeting to vote on bids. A follow up with a light gutter clean –up is included in the bids on as needed basis.

Lauranell seconded,

Vote passed 5-0

It will be at least 3 weeks before we have bids/info on gutter repairs.

III. Maintenance

A. Contracts: We received a reduced contract bid from the HOA Maintenance Company. Trevor wants us to understand that this is a separate company, and is not part of Excelsior. We are paying approximately \$30.00 per hour.

B. Heidi submitted information from Bluestone and Hockley, a property management company, for a porter and a technician, the rate per hour for each of these employees, a list of duties that would be the scope of work for hiring our own maintenance person. She is waiting for information from SAFE with regard to liability insurance. A maintenance tech would be \$41.50 hour; a porter is \$28.00 per hour. Barbara and Heidi have contacted other management companies and found that they aren't willing to manage only maintenance without managing the whole property. Debby said that she had bids from other companies that are willing to do that. She will bring that information to next meeting.

C. Mailboxes: there are problems with mailboxes being broken into, outgoing mail is not locked and is a risk for ID theft. We have one bid so far. It suggests that the entire structure needs to be torn up and replaced, repairing the concrete etc. We want to keep the billboard and mailboxes together, and want a lock box for outgoing mail. We would merge the two mailbox structures on the Kerr Parkway property to keep the cost advantage and one less re-build. We have one bid (because only one company was found that does mailboxes. They proposed 2 options. The cost estimate is \$13,650 (for 4 locations) for boxes only w/o delivery, removal, or installation. This money would come out of the reserves and would exhaust our reserves once again. However, we have a real problem and feel obligated to do this

to protect residents. We can keep cost down by combining mailboxes in lower area. Barbara will check into finding more companies and getting more bids.

IV. Committees

A. We will create standing committees that will be an advisory team on issues we face and make suggestions to bring back to board for final vote. We need help, and we don't want to be the only members to investigate and make these decisions. We want feedback from residents about making these decisions. Heidi will post at mailboxes and on email list to recruit people. Committees would include:

1. Litigation – to work directly with attorney's to support our efforts. Attorneys have suggested that Debby and Babe should be on committee since they already have a history and have had most involvement with the attorneys and litigation so far.
2. Rules and regulations - Nina Junco expressed interest in serving on this committee. First assignment is to come up with a fee schedule for any violations and rules for satellite dishes. We have a starting point from other associations.
3. Architectural review – any attachments that affect the buildings in common area. Deck replacement, & alteration repair, satellite dishes, etc.
4. Maintenance Oversight - liaison between the maintenance company and the BOD.

V. Miscellaneous

A. For Sale Signs - We want to minimize the number of signs. We would purchase our own sign at two entrances that will have brochure box that contains brochures for all of the units for sale. No signs will allowed at entrance, only inside the windows and staked out in front of the building. Mt. Park signs only – no realtors sign – and real estate agent needs to be responsible for maintenance of the signs. Babe proposed we adopt these rules. Debby seconded. Passed 5-0.

B. We will have conversation with Maynard at Excelsior to discuss how to keep maintenance separate from Trevor. Trevor is with management company and not with the HOA maintenance.

C. Satellite dishes – would like to assign to a committee. We don't have a standard policy. This can go into rules and regulations that we would handover to the management company. We can put together a homeowners manual that includes all the rules, regulations, and fees etc. We need a policy that is set up for everyone before we can address the current complaint about placement of dishes. We would like to have people on a committee to make this decision, and not leave it up to us. We have two volunteers to start this process. Debby proposed a

motion for these two people to start the guidelines – related to architectural and rules and regulations. Babe seconded. Passed 5-0.

D. There was a complaint from a Realtor to fix mold problem and asking for remediation. The inspection report indicates many leaks within the unit that are homeowner responsibilities and not from a leak in a common area (not a pipe inside the wall). We need specific language around what it is we are responsible for and will repair. We need a set document with check marks.

E. Board Chair, supported by 3 of the Directors, asked Heidi for her resignation because of concerns over her continuing efforts to overturn, reverse or undermine board decisions. Heidi recently asked our attorneys, in her capacity as a member of the Board of directors, to draft a petition that would change the bylaws to limit board authority and have the effect of overturning the Board's recent adoption of a special assessment. This is a direct conflict of interest, and once the majority has voted we must stand behind the vote as BOD.

Since Heidi had to leave, we will table this discussion for the next meeting.

Newsletter will come out shortly we will get information to Eric.

Meeting adjourned at 11:30am