

**North Shore Terrace Town-home Association  
February 21, 2009  
Board Meeting**

**Call to order:** 10:10 a.m.

**Attendees:** Rafael Miranda, Paul Amundson, Lee Hardy, Carol Sumners, Madi Steffens, Reuben Johnsen, Roy MacMillan - Engineer

***Twenty-Five year reserve study Proposal***

Roy MacMillan did a short presentation on his company. Roy has been a professional engineer for 25 year. He has an office on the coast for about 8 years and his main office is in Newberg. Roy has done complicated reserves studies. For example, the Henry in Portland an 87 unit high-rise was done by MacMillan at a cost of \$48K.

Roy recommends a simple reserves study to be delivered on three pages of words with summary spreadsheet and costing spreadsheets (supporting information). He plans to use a 4% inflation rate and take directions from Lee and Board. His study will use actual contractor bids. The actual cost will be less than \$6,850. The report will be delivered after about one month. The first delivery (preliminary report at meeting with board) will be the words and summary spreadsheet.

***Reserves study proposals Discussion***

The Board discussed the pro's and con's of both contractors. Both contractors are competent. Lee has more experience and trust with the local company Spyglass Homes(direct experience, construction background). MacMillen has done investigative work, trouble shooting and has experience in component failure.

Reuben made the motion that we contract with Spyglass Homes' (Ted Debit) to do our reserves study if we get an interim report. Ted is local. Madi seconded the motion. Unanimously approved.

***Approval of Minutes Jan 17, 2009 meeting***

Unanimously approved.

***Budget***

- Door Installation - Three doors yet to go.
- Deck Materials - Lowe's material (Choice Deck) easily grows mold; it must be cleaned thoroughly every three to four months (on all sides). It grows mold quite likely because the surface is textured.

Discussion: Go with wood product that is UV protected. The association will do maintenance. We should replace the decking with wood only. Kerfed cedar is the material of choice.

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Paul Amundson made the motion to use kerfed cedar for a demonstration project on building 86 (units B & D) with UV Clear Coat applied to the top of the kerfed cedar (after power washing). Reuben Johnsen seconded the motion. This was approved unanimously.

86C does not have a deck. The owner wants her pavers repaired as if she had a deck. Owners voted only for maintenance and repair of decks. Any change to the By-Laws must be approved by the majority of the owners.

***Budget Status***

\$19K Operating funds available.

\$48K Reserves funds available minus \$5K Reserves Study and minus the \$11K insurance costs.

The 86 decks will cost approximately \$5K. Planned to be finished before the 2009 annual meeting.

The 85 decks will cost approximately \$ K. Planned to be started before the 2009 annual meeting.

***Landscaping***

Rhododendrons and Heather finished. And the bill will be paid in February.

***Sign***

Baywoods and North Shore signs - Three lines. Northshore, Terrace (with directional arrow), 10 MPH - No outlet. Proposed design to be passed around by email for decision.

***Unit 76B***

Ed Hallahan 76B - asked if it's okay if Lee manages his unit. Reuben made a motion that lee be permitted to manage the unit. Madi seconded. The motion was universally approved.

***March meeting***

Scheduled for March 14, 2009, 10 a.m. At the South Beach Community Center. Topic to be discussed are:

- Annual Meeting in June
- Board nominations in May.
- Doors - Glass panels
- Decks
- Long Term Reserve Study - invite contractor
- Signs

**Adjournment:** 11:37 a.m.