

NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION
Board Meeting Sept. 7, 2013
10:00 AM, Office of Yaquina Bay Property Management, Inc.

Directors Present:

Barry Winters	Paula Jones	Paul Amundson
Al Gilhuly	Corky Johnson	

Others Present:

Rafael Miranda
Lee Hardy, Yaquina Bay Property Management, Inc.

Call to Order/Establishment of a Quorum:

Al called the meeting to order at 10:00 AM. All directors were present, constituting a quorum.

Minutes of June 22, 2013, Board Meeting:

A motion was made, seconded and passed to approve the minutes of the June 22, 2013 board meeting as delivered.

Financial Report:

Lee reported that the operating account balance as of Aug. 31, 2013, totaled \$8,589.32; and the reserve account balanced totaled \$46,459.98. Since the end of August, the re-plumbing of unit 66A was completed at a cost of \$3,498.85; and a partial payment for the painting of the 66 and 76 buildings was made in the amount of \$16,000.00. The painting project is complete except for the garage doors and trim and entry doors which will be done as weather and access to the units allows.

Old Business:

Pavement Repair: Al reported that the repair to the crushed pavement in front of the 85 building will be performed on Thursday, Sept. 12, 2013. It should only take one day but can disrupt parking and access to the garages of the 85 building and possibly part of the 96E-H building.

Concrete Repair: Al said that he expects the concrete repair in front of 86A to correct drainage and correct a cracked walkway to be performed either next week or the week following. Other units may need to have the same type of repair at a later date.

Plumbing Replacement: Al asked if there were any other units besides 3 in the 66 building and 2 in the 96A-D building that were scheduled for plumbing replacement. Lee said the only other unit she was aware of that had a plumbing leak due to electrolysis was 86E. That unit had an under-floor leak but no other leaks. That was repaired, but all of plumbing has not yet been replaced.

Other Maintenance: Al said he felt that the association should rebuild reserves between now and January and then in January plan projects for 2014. The roof of the 76 building is a likely next project, but the roofs on the 96 buildings are also showing wear due to their exposure to high winds. He asked if there was any other work required. Barry said his upper south balcony was showing wear as the deck paint was peeling off and wood is now exposed. He suggested sanding and repainting it. Al said he would have Ken take a look at it and the rest of the 96 decks and make a recommendation for action in 2014.

Paula said that Northwest Roof Maintenance does not clean the gutters on the 66 building and actually told her that he did not. Paul noted that he does clean the gutters on the 96 building. After discussion regarding the performance of Northwest Roof Maintenance, the board authorized Lee to obtain an estimate for regular service from Affordable Gutter Care, another local contractor. Lee said this company is also able to do gutter repair and replacement.

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Al noted that the metal support posts for the mailboxes are rusting and look bad. He said a suggestion was made to sand and repaint those posts and then put a planter box in front of them so the appearance is improved. He said he would check with Ken about repainting the supports. Other directors present discussed whether a planter could be consistently maintained and whether a planter would interfere with mail delivery.

Looking ahead, directors discussed the order in which other units need to be painted. The east side of the 86 building has been painted, and the 96A-D building was painted when the siding was replaced in the last 2 or 3 years. Tentatively, the board agreed that the next buildings to be painted would be these in the following order: 96E-H, the west side of 86, the 85 building, and then the 96A-D Building. Also, the side panels next to the 86 building entry doors need to be re-evaluated. That project was never completed. Unit owners need to indicate if they want a solid glass panel or an opaque fiberglass panel. Corky and Al said that the decks on the 85 and 86 buildings will need to be treated again in a year or two.

Parking: Directors commented that the parking problems, especially in front of the 66 and 76 buildings, seem to be pretty much abated.

Landscaping: Directors discussed how well they were satisfied with the quality of landscape maintenance as currently provided. Paula said the gardener never takes away the needles and leafy debris that he blows off the pavement near her unit. They end up in a pile alongside her unit and then get blown back onto the pavement when the wind blows. Al said he has asked the gardener to have someone come twice per month and just pick up trash, but this has never been done. The overall response to the quality of work was lukewarm. Al said he would talk to another landscape maintenance contractor who works nearby and asked Lee to follow up and ask others for proposals. A scope of work needs to be developed. Also, while directors desire an hourly billing, Lee said that most landscapers average the work over a year and then bill a monthly average to come up with a regular monthly income flow for themselves. Usually extras will be billed on top of that and will include mulching and spraying.

Major Projects Completed in 2013: Directors applauded the anticipated completion of the following major projects by the end of this year: (1) re-plumbing 66tA, 66B, 66C, 96A and 96D, (2) the repair of the pavement in front of the 85 building, (3) the replacement of the front decks on the 66 and 76 buildings, (4) the painting of both 66 and 76 buildings, and (5) the repair of the concrete walkway in front of 86A. Billings have not yet come in for all of the work completed to date, and some of this work is still in the process; but the association will have a better idea over the winter what can be feasibly planned for 2014.

Next Board Meeting:

The next board meeting is scheduled for 10:00 AM, Saturday, January 18, 2014. It will be held at the office of Yaquina Bay Property Management, Inc.

Adjournment:

A motion was made, seconded and passed to adjourn this meeting at 11:12 AM.

Lee Hardy
September 7, 2013