

**NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION**  
**Board Meeting May 17, 2014**  
**10:00 AM, Office of Yaquina Bay Property Management, Inc.**

**Directors Present:**

Barry Winters	Paula Jones	Al Gilhuly
Paul Amundson	Dolores Johnson	

**Others Present:**

R 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.

**Agenda Review:**

There were no changes to the agenda.

**Minutes of Jan. 18 and Mar. 12, 2014 Board Meetings:**

A motion was made, seconded and passed to approve the minutes of the regular board meeting held Jan. 18, 2014 and the special board meeting held Mar. 12, 2014.

**Financial Report:**

Lee reported that the operating account balance as of April 30, 2014 totaled \$5,855.34, and the reserve account totaled \$55,549.26.

She presented a draft of the 2014 budget including a current year-to-date summary. There are no line items included in the reserve portion of the budget yet since decisions have not been made on what projects will be done in 2014. That discussion occurred later during this meeting. She did note that the association collects approximately \$69,660.00 in reserves per year.

**Old Business:**

**86 Building Front Entry Side Panels:** Al displayed samples of side panel treatments for directors to review. One unit already has new side panels. A motion was made, seconded and passed to offer the choices available to the rest of the 86 unit owners as clear glass or rain glass. The price range is \$500.00 to \$565.00 for the cost of materials. Al will make illustrations or samples available to the unit owners so selections can be made and the work scheduled.

**Landscaping:** Al reported that Ground FX/Ryan Bancroft has started the initial cleanup of the common area. This will take 4 or 5 visits and cost around \$1500.00. Ryan will bring in mulch in June and then start a regular service at \$625.00 per month. This will include debris/trash cleanup. Work will include keeping shrubs pruned for shape on a consistent basis.

**Painting:** Directors present discussed the sequence of painting the buildings. Barry made a motion to paint the 96E-H building this summer with the color to be determined. Color choices were discussed. Possible siding damage on the west wall of the will be repaired prior to painting. The motion was seconded and passed without opposition. Directors agreed to obtain samples of the color choices considered and then make a final decision.

**Roof Replacement:** Lee reported that the 76 building is in most need of immediate replacement. After that, the roofs on the two 96 buildings should be replaced. Roof replacement will include replacement of skylights that have not been replaced already. Two skylights on the 96A-D building were reported to be in need of replacement now. Lee will have the roof maintenance contractor contact the unit

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owners to arrange this. A motion was made, seconded and passed to replace the roof and skylights of the 76 building this year at a cost of \$36,520.00. Maier Roofing will perform that roof/skylight replacement.

**Mail Box Building:** Al noted that the building that houses the mail boxes should be painted as well. A motion was made, seconded and passed to have that building painted when the 96 building is painted. The mail box metal posts can be treated and painted as well. Barry will research the cost of replacing the mailboxes themselves.

**New Business:**

**Meritage & Fire Exit Signs:** A letter was received from the attorney representing the Meritage developer claiming that the north side fence encroached and that the fire exit signs limited use of the developer's property. Other claims were made that were determined to be specious. The association authorized its attorney, Cliff Collard, to respond to the letter and report that the fire exit signs had been removed. Subsequently the attorney for the Meritage developer replied with gratitude over the removal of the signs. However the encroachment of the fence is still an issue. Although the northwest and northeast property corners were located several years ago, a current survey may be needed to document the location of the fence and verify that the corners are accurately placed. Barry made a motion to engage a surveyor to perform the property line survey on that northern boundary. Lee will check in with Collard regarding the surveyor.

**Moss Removal from Roofs Not Being Replaced This Year:** Directors discussed a prior proposal for moss treatment for the roofs at North Shore Terrace. Since one roof will be replaced, the other roofs can be treated at a cost somewhat less than the original proposal. This will be done as regular maintenance paid out of the operating account.

**Algae Growth on Parts of the 96 Building:** Power washing can be done in areas where needed on the 96A-D building when the 96E-H building is painted.

**Defining the Common Areas to be Maintained by the Landscaper:** Lee will develop a map that the landscaper can refer to that identifies the common areas the HOA maintains versus the limited common area maintained by unit owners.

**Parking at the 76 Building:** Dolores reported that there are some more issues with parking at the 76 building. Al said he would look into this.

**Next Meeting:**

The next meeting will be the annual meeting at 10:00 AM on June 21, 2014. It will be held in room 117 at the Newport Recreation Center and will be followed by a board meeting. Notices will be sent out with statements at the end of May.

**Adjournment:**

A motion was made, seconded and passed to adjourn this meeting at 11:30 AM.

Lee Hardy  
May 17, 2014