

**NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION**  
**Board Meeting 10:00 AM, May 2, 2015**  
**Office of Yaquina Bay Property Management, Inc.**

**Directors Present:**

Al Gilhuly      Paul Amundson      Dolores Johnson      Paula Jones

**Others Present:**

Lee Hardy, Yaquina Bay Property Management, Inc.

**Call to Order/Establishment of a Quorum:**

Al called the meeting to order at 10:04 AM. Four of five directors were present, constituting a quorum.

**Minutes of Board Meetings March 21, 2015 and March 27, 2015:**

A motion was made, seconded and passed to approve the minutes of the regular board meeting held on March 21, 2015 and the emergency board meeting held on March 27, 2015.

**Financial Report:**

Lee reported that the balance of the operating account as of the end of April totaled \$5,123.58 and the balance of the reserve account totaled \$40,115.42. She said the down payment on the roof for 96E-H has been paid and that she has paid the earthquake/flood policy in full and the general hazard and liability policy in part. She said the budget now shows the 2015 reserve projects: roof replacement for 96E-H \$51,759.00, painting of the 86 building \$8,800.00, and sealing the decks and walkways \$21,600.00.

**Old Business:**

Al reviewed the reserve projects scheduled for this year. All are expected to be complete within the next 3 or 4 months.

**Landscaping:** Directors discussed the landscaping in the center island which owners have let their dogs use as a bathroom. It was recommended that a fence be erected and a couple of shrubs planted to prevent this. One or two proposals will be obtained.

Paula noted that the landscape maintenance workers dump landscaping debris on the east slope of the property in or near the highway right of way. She asked if this is appropriate. Lee said that, if it is in the right of way, it should not be happening. She also noted that piles of debris could constitute a fire hazard or attract rodents. Paul said they could use his recycling dumpster as he does not use it much.

Paula also was concerned about the blowing of needles off the pavement near her unit. This should not create piles up against the structure of the unit. She also noted that her dryer vent outlet had lost its cover. Lee said she could contact someone to replace it.

Al reported that the ground on the west side of his unit has subsided, perhaps due to a failed downspout drain that caused the soil to erode. This should be evaluated by either Ken Brophy or the landscaper to see if an in-ground drain has ruptured or if a retaining wall should be installed.

**New Business:**

**Annual Meeting:** The annual meeting was scheduled for 10:00 AM, Saturday, July 11, 2015 with a board meeting to follow. Reservations at the Newport Recreational Center have been made and a meeting notice will be sent out to all owners. Proxies will be provided for those who are not able to attend

so that those owners can designate another owner to vote on their behalf. Paul said he may not be able to attend.

**HOA Insurance:** The association now has a new insurance carrier, Liberty Mutual, and two policies to replace the State Farm policy. The agents, John Russell and Laura Flores, are local at Payne West Insurance. The first policy is a comprehensive business package with liability coverage and coverage for both the common area and the units. The second policy is for earthquake and flood. The new policies reflect better coverage than before at approximately the same cost. This will be a topic at the annual meeting as directors explain the reason for making the change and the need for unit owners to review their own policies. Owners may be able now to save money on their own coverage as the HOA covers the interior finish of the units. In addition, the lower deductible on the earthquake policy will make it possible for the HOA to actually use this coverage if necessary.

Lee suggested that the HOA attorney be asked to weigh in on whether the by-laws should be further amended or a resolution be drafted to address how deductibles will be handled on claims. It may not be necessary to amend the HOA documents, but it might be advisable to do so in order to prevent confusion in the future regarding the allocation of insurance coverage between the HOA and individual unit owners.

**Other New Business:** Dolores noted that there is a crack in the pavement in front of the 86 building and asked if it should be sealed. Lee said she will ask the contractor to look at it.

Dolores asked that a current unit owner list with contact information be provided to all owners. Lee said she could do that.

Paula asked if the landscape contractor will be maintaining the islands in front of the 66 and 76 buildings. She was told that they would not be taking care of those.

**Adjournment:**

A motion was made, seconded and passed to adjourn this meeting at 10:48 AM.

Lee Hardy  
May 2, 2015