

NORTH SHORE TERRACE CONDOMINIUM HOMEOWNERS ASSOCIATION

Board Meeting August 13, 2016

10:00 AM, Office of Yaquina Bay Property Management, Inc.

Directors Present:

Roger Leo Rafael Miranda Elliott Black Karen Eibner

Others Present:

Lee Hardy, Yaquina Bay Property Management, Inc.

Call to Order:

Rafael called the meeting to order at 10:00 AM. Four of five directors were present, constituting a quorum.

Minutes of July 16, 2016 Board Meeting:

A motion was made, seconded and passed to approve the minutes of the July 16, 2016 board meeting as delivered.

Financial Report:

Lee reported that the HOA operating account totaled \$4,458.73 as of Aug. 12, 2016, and the reserve account totaled \$6,557.83 after a payment made this week to Ken Brophy in the amount of \$12,751.78 for deck repairs on some 96 units and dry rot repairs on 76E. Collections of reserves so far this month total \$3,840.00 reflecting 75% of the reserves due for the month. Collections of the special assessment so far this month total \$5,810.00 reflecting 45% of the special assessments due. This increases the net reserves on hand so far to \$16,207.83.

Old Business:

2016 Projects Pending and Completed: Rafael said he met with Ken Brophy this week, and they looked at all of the buildings. There is minor work left on the decks to complete the deck work. This mostly involves staining decks on 96D, E, F & G. Completion of this work will depend on the weather as humidity must be low for the stain to cure. Issues arose with the Sherwin Williams product used on decks earlier, and Sherwin Williams has compensated Ken to a degree. and Ken has been re-sanding and re-staining decks done earlier on his own time where the stain did not properly cure. Lee suggested that Ken consider using Cabot stains as she has had good luck with that brand in the past. Rafael reported that the work that was needed on the 85 decks involved rotted posts and beams and bracket replacement. The ends of beams and posts had not been sealed which allowed moisture penetration, and they were rotting from the inside out. The original brackets were galvanized and were replaced with stainless steel brackets. Also, an engineer recommended increasing the size of the 4x4 posts to 4x6 to meet code. The 96A-D decking was not spaced properly to allow for drainage and expansion/contraction. This contributed to dry rot in the decking. Gate brackets are being replaced with stainless steel. There are not so many issues on the 96E-H decks as the original construction was better, but the deck on 96A needs a lot of work. Rafael said that Ken told him there were not imminent safety hazards, so the work can be done in phases rather than all at once.

The 76E dry rot was caused by a leaking window. Siding had to be removed to replace the sheeting, fire wall and the window and to replace a rotted beam. This led to higher costs than were initially estimated.

Lee said the payment made to Ken Brophy covered all of the work Ken had estimated prior to the July meeting except for approximately \$1,000.00 in gate repairs. The costs of the 76E repair and some of the 96 decks were higher than estimated.

Rafael said he has asked Ken for estimates for any future work so postponement of the work can be considered if funds run short.

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It was reported that the pest control contractor had drilled holes in the rim joists of the 86 building to drill and inject a termite treatment, but he did not seal these holes up. Lee will contact the contractor and ask that the holes be filled.

Rafael discussed the previous plan to paint the 96A-D building next year. He said Ken told him the existing paint job should last another 5 to 8 years as that building was painted just a few years ago. That building would, however, benefit from being power washed. Rafael is putting together a history of the major common area projects so that owners can see when work was done and what the expected life of the components are now that those projects are complete. Rafael made a motion to review the plan to paint the 96A-D building as it was painted 4 years or so ago and delay painting, substituting power washing instead. The motion was seconded and passed without opposition.

The 85 building fire escape gate has been requested, but there is no hurry in installing that gate.

New Business:

Rafael asked Lee to have the landscape maintenance contractor add removing debris and leaves from the mail room to their regular task list.

Parking: There is a parking space designated for 76D just adjacent to the entrance to the mail room. When this space is in use, it severely decreases the size of the entryway making it awkward for some to enter the mail room easily. The board will revisit the designated parking in that area to see if it can be modified. Lee suggested they refer to the site plan on the web site to become acquainted with the parking sites allocated to the 76 building versus guest parking. It may be that better labeling or signage could be helpful.

Elliott asked if anyone has had problems with birds eating their window screens. He said his kitchen window screen has been badly damaged by birds. Karen said her slider door screen frame is rusted out. They were referred to Lincoln Glass for assistance with their screens.

Next Board Meeting:

The next board meeting is scheduled for 10:00 AM, Saturday, Sept. 17, 2016. It will be held at the office of Yaquina Bay Property Management, Inc. This will give the board time to see what Ken can provide in terms of estimates for the 96E and H decks which could likely include reusing some material. Ken should also be able to finish staining decks by that time and can provide invoice which will clarify the financial status of the HOA relative to reserve funding.

Adjournment:

A motion was made, seconded and passed to adjourn this meeting at 10:50 AM.

Lee Hardy
August 13, 2016