

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE MURRAY PARK CONDOMINIUM HELD ON AUGUST 27, 2015 AT TUALATIN VALLEY FIRE & RESCUE STATION 67 AT 13810 SW FARMINGTON ROAD, BEAVERTON, OR 97005.

PRESENT: Kathie Steele, Chairperson
Susan Swarens, Secretary
Jeri Pietzold, Director
Paul McElhiney, Director
Fendall Winston, Treasurer

BY INVITATION: April Holden, Community Manager
COMMUNITY MANAGEMENT, INC.

OWNERS PRESENT: Indicated on sign in sheet attached

- I. **CALL TO ORDER:** The meeting was called to order by Chairperson, Kathie Steele at 6:30 pm.
- II. **APPROVE/AMEND AGENDA:** Fendall Winston moved to approve the meeting agenda as submitted. The motion was seconded and unanimously approved.
- III. **APPROVAL OF PREVIOUS MINUTES:** Jeri Pietzold moved to approve the minutes for the March 29, 2015, April 7, 2015 and May 28, 2015 meetings. The motion was seconded and approved.
- IV. **OFFICERS REPORT:** The July 31, 2015 financial statement was recapped.
- V. **COMMITTEE REPORTS:** None at this time.
- VI. **UNFINISHED BUSINESS:**
 - A. **INSURANCE CLAIM DENIAL – EXECUTIVE SESSION DISCUSSION:** Discussion followed relative to the insurance claim denial.
 - B. **DECK AND LANDING REPAIRS – STATUS UPDATE:** Discussion followed relative to the progress of the deck repairs.
- VII. **NEW BUSINESS:**
 - A. **ADMINISTRATIVE:**
 1. **BANK SIGNATURE CARDS:** New Board members signed bank signature cards.
 2. **LANDSCAPE CONTRACT RENEWAL:** Jeri Pietzold moved to approve the 3-year landscape maintenance contract with Willamette Landscape. The motion was seconded and approved.
 3. **2016 BUDGET:** It was agreed to postpone until next Board Meeting. It was noted CMI needs final budget no later than end of October to process coupon books for owners before due date of January 2016.
 4. **MEETING SCHEDULE:** It was agreed without objection to hold quarterly meetings unless an urgent decision is needed, then a special meeting will be held.

5. **CMI 2-year Contract:** Kathie Steele moved to approve a 2-year contract addendum with CMI. This option freezes the 2015 management fee through December 31, 2016 and caps the increase for 2017 at 2%. Contract rates apply to CMI Service Division as well. The motion was seconded and approved.
- B. MAINTENANCE**
1. **GARBAGE DUMPING SIGNS:** It was agreed without objection Kathie Steele to purchase signs for the garbage/recycle enclosures to remind residents that disposal of Styrofoam and plastic bags are not permitted in the recycle bins and the area is being video recorded.
 2. **FALL CLEAN UP:** Jeri Pietzold moved to have large clean up dumpsters in the fall on even years, i.e. 2016, 2018, 2020, etc. The motion was seconded and approved.
 3. **SCHWINDT & CO RESERVE STUDY:** The Board requested a bid for 2017 updated Reserve Study. CMI will present it to the Board in the spring of 2017.
- VIII. EXECUTIVE SESSION:** Kathie Steele moved to adjourn to Executive Session to discuss insurance claim denial with legal counsel at 7:15 pm; the motion was seconded and approved.
- A. LEGAL COUNSEL RE: INSURANCE CLAIM DENIAL**
- IX. RECONVENE BOARD MEETING:** Kathie Steele moved to reconvene the regular Board Meeting at 8:30 pm; the motion was seconded and approved.
- X. INSURANCE DENIAL:** It was agreed without objection for the Board to search past documents to provide 10 years history of minutes, financial documents and call logs to Ball Janik to review in effort to determine next recommended option for the HOA.
- XI. ADJOURNMENT:** The Board meeting was adjourned at 8:50 p.m.

Approved on 9/24/15

Signature 