



MURRAY PARK CONDOMINIUMS

THESE MINUTES ARE A DRAFT AND MAY BE APPROVED AND/OR MODIFIED AT THE NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS.

ANNUAL MEETING MINUTES

ANNUAL MEETING OF THE BOARD OF DIRECTORS OF: MURRAY PARK CONDOMINIUMS

LOCATION: Zoom Meeting held at remote locations
 DATE & TIME: 08/23/2023 at 5:30 PM
 CALLED TO ORDER: 05:35 PM
 QUORUM PRESENT: No
 AJOURNED: 5:37 PM

 CALLED TO ORDER: 05:38 pm
 QUORUM PRESENT: Reconvened at reduced Quorum (ORS 100.408)

OWNER ATTENDEES (Board Members Bolded)

Gary Hardy - Chair	Kendra Aker
Nada Maisse - Secretary	Jennifer Green
Dee Wagoner - Director	Santanu Basu
	Doug Cooper
Absent - Andrew Kualaaau - Director	Troy Smith
	Amber Dillon
	Sid Young
Mark Vandervest - FSRE	George Oh
Cindy Vandervest - FSRE	Paul Voas
Sunny Arruda - FSRE	Jeri Pietzold

ANNUAL BUSINESS

Roll Call and verification of quorum. A minimum 50% quorum was not present in person or by proxy as required by Article 2, Section 3 of the Bylaws. The meeting was adjourned at 5:37 PM and reconvened with a reduced Quorum at 5:38 PM as provided for by ORS 100.408.

Certification of Proxies – 37 Proxies received and representing 46.25% of the Ownership.

Proof of Notice of Meeting – Notice of the Meeting was emailed to all owners and posted at the mailboxes.

Approval of 2022 Annual Meeting Minutes. No modifications to the Annual Minutes of August 25, 2022 were requested or suggested. A motion was made and seconded to approve the 2022 Annual Meeting minutes as written. The motion passed unanimously without further discussion.

NOTE: Unless noted differently, all Board decisions contained in the minutes of the meeting received a motion, a second to the motion, additional discussion, if any, and a vote of a quorum of the Board of Directors.



MURRAY PARK CONDOMINIUMS

OWNER'S FORUM

Roof Cleaning at Murray Park – An owner asked if many broken tiles were found during the recent roof cleanings. Community Manager, Mark (FSRE) responded, no, broken tiles weren't an issue, however a lot more debris was removed from the roofs than was expected. There was a lot of rotted fascia noted on most buildings as well. It was noted that some of the roofs towards the back of the complex didn't seem to be cleaned as well as the buildings closer to the front and at least one whole carport had been missed. Management has taken pictures and sent them to the vendor who will need to come back out and take care of these issues. Currently awaiting scheduling to finish this task.

The white powder on the roofs was explained as a moss killer containing zinc that will run down the roofs with the rain. It's not very attractive right now but it is effective for longer into the winter than other treatments. The appearance will disappear as the zinc is spread with the rain.



FINANCIAL REPORT

Financial Report - 1/1/2022 through 12/31/2022

Financial Summary as of 12/31/2022:

- Total operating funds: \$ 101,125.03 including pending EFTs
- Total reserve funds: \$ 148,681.01 including Reserves interest
- Total cash assets: \$ 249,806.04
- Total YTD income: \$ 289,243.51 including Reserves collected
- Total YTD expenses: \$ 225,570.61 including \$40,735.90 of Reserve Expenses collected YTD.
- Budget vs. Actual Income: 101.54%
- Budget vs. Actual Expenses: 81.67% including 47.93% of Reserve Expenses
- Total delinquencies: \$ 1,537.00 1 Account 91+ days; 0 Accounts 61-90 days; 0 Accounts 31-60 days; 3 Accounts 0-30 days

Financial Report - 1/1/2023 through 7/31/2023

Financials as of 5/31/2023:

- Total operating funds: \$ 104,528.34 including pending EFTs
- Total reserve funds: \$ 176,897.45 including Reserves interest
- Total cash assets: \$ 281,425.79
- Total YTD income: \$ 129,706.11 including Reserves collected
- Total YTD expenses: \$ 98,086.36 including \$22,337.64 of Reserve Expenses collected YTD.
- Budget vs. Actual Income: 52.24%
- Budget vs. Actual Expenses: 2.90% including 15.95% of Reserve Expenses
- Total delinquencies: \$ 862.00 0 Account 91+ days; 0 Accounts 61-90 days; 0 Accounts 31-60 days; 4 Accounts 0-30 days

Financials as of 6/30/2023:

- Total operating funds: \$ 113,081.72 including pending EFTs
- Total reserve funds: \$ 177,344.46 including Reserves interest
- Total cash assets: \$ 290,426.08
- Total YTD income: \$ 154,744.20 including Reserves collected
- Total YTD expenses: \$ 114,125.16 including \$26,494.82 of Reserve Expenses collected YTD.
- Budget vs. Actual Income: 60.81%
- Budget vs. Actual Expenses: 38.03% including 18.92% of Reserve Expenses
- Total delinquencies: \$ 1,126.00 0 Account 91+ days; 0 Accounts 61-90 days; 1 Accounts 31-60 days; 2 Accounts 0-30 days

Financials as of 7/31/2023:

- Total operating funds: \$ 129,445.30 including pending EFTs
- Total reserve funds: \$ 173,828.44 including Reserves interest
- Total cash assets: \$ 301,273.15
- Total YTD income: \$ 180,236.15 including Reserves collected
- Total YTD expenses: \$ 128,768.45 including \$29,199.72 of Reserve Expenses collected YTD.
- Budget vs. Actual Income: 69.27%
- Budget vs. Actual Expenses: 51.40% including 40.26% of Reserve Expenses
- Total delinquencies: \$ 2,211.00 0 Account 91+ days; 0 Accounts 61-90 days; 1 Accounts 31-60 days; 2 Accounts 0-30 days



MANAGER'S REPORT

1. REPAIRS, MAINTENANCE & UPDATES

The following maintenance updates are for informational purposes only and do not require Board action at this time:

- a. All roofs cleaned and moss treatment applied.
- b. Bark mulch installed in community
- c. Gutters cleaned in community
- d. Supply closet rot repaired on west side of building 4
- e. Lighting issue corrected at buildings 4 & 5
- f. Rotted chimney chase repaired at Unit 14616
- g. No smoking signage and cigarette receptacles installed
- h. Pressure wash around building 8 to prepare for red safety step edges to be painted
- i. Pressure wash entry signage and dumpster cubicle near building 6
- j. Pressure wash and stain steps and landing at Unit 14628
- k. Repair rotted entry landing at Unit 14613 and stain landing and steps.
- l. Rotted chimney chase repaired at Unit 14617
- m. Rotted chimney chase repaired at Unit 14722
- n. Replace rotted deck boards and handrail at Unit 14526
- o. Gutter maintenance is ongoing.
- p. Tree pruning is ongoing.
- q. Lighting maintenance is ongoing.
- r. Garbage onsite maintenance is ongoing.
- s. Cigarette receptacle cleaning is ongoing.

2. ADMINISTRATION

a. Violations (5/08/2023 thru 8/22/2023) for informational purpose:

05/08/2023:	Smoking
05/13/2023:	Smoking
06/06/2023:	Smoking
06/27/2023:	Smoking
07/01/2023:	Common Area
07/18/2023:	Common Area
07/18/2023:	Trash

b. Homeowner Correspondence and Administration (for informational purpose):

- i. None.

c. Owner correspondence for Board Review (for Board action):

- i. None.



VOTING FOR BOARD OF DIRECTORS VACANCY POSITIONS

Open Positions: There are a total of three open board positions. Two Board positions are open as their two-year term has ended. Another position has become vacant due to the board member selling their unit and leaving Murray Park.

Board Questionnaires: No Board Questionnaires were received from the community.

Nominations from the Board: Dee Wagoner & Nada Maise both volunteered to continue to serve as a board members. Thanks were given to both Dee & Nada

Nominations from the Floor: Troy Smith volunteered to serve on the board! Troy is a civil engineer with experience regarding structural needs. He has served on another community's board in Palm Springs. Thank you Troy! No other nominations were made nor were there any other volunteers from the floor.

Voting by Acclamation: A Motion was made and seconded to nominate and accept the 3 candidates (Dee, Nada & Troy) as Board members. There was no further discussion and the motion passed unanimously.

Election of Officers by the Board: Gary stated he was willing to continue serving as the Chair of the board. Nada agreed she would be willing to continue serving as Secretary. No one volunteered to become Treasurer at this time. A Motion was made and seconded by the Board to appoint Gary Hardy as the Chairperson and Nada Maise as Secretary. The position of Treasurer remains open. There was no further discussion and the motion passed unanimously.

Announcement of the New Board of Directors:

Gary Harding – Chairperson (Term through 2024)
Nada Maise – Secretary (Term through 2025)
Dee Wagoner – Director (Term through 2025)
Andrew Kualaau – Director (Term through 2024)
Troy Smith – Director (Term through 2025)

Welcome to the New Board of Directors for 2023-2024!

OUTSTANDING BUSINESS

No Smoking Amendment to Bylaws - A few people have been slow to accept the new no-smoking amendment, but most people have been very happy with the change. Signage has been placed around the complex reminding people not to smoke on the property and cigarette receptacles have been placed along Murray. People are walking out to the receptacles and are using them. They are cleaned monthly and checked more frequently.



MURRAY PARK CONDOMINIUMS

Article V, Section 11(m): Smoking Prohibition. *The Murray Park Condominiums is a non-smoking community. Smoking of any kind is prohibited everywhere within the boundaries of the condominium property, including, but not limited to, all dwelling units, decks, terraces, patios, parking areas, and all general and limited common element areas of the condominium. "Smoking" is defined as inhaling, exhaling, burning or carrying any lighted or smoldering cigarette, cigar, tobacco product, marijuana product, and all similar substances (i.e. e-cigarettes or vaping products), whether legal or illegal. Cigarette butts shall not be disposed of anywhere on the ground or in common or limited common areas. Violations of this paragraph will result in fines pursuant to the Association's Enforcement & Fine Resolution, as may be amended from time to time, or as may be determined by the Board of Directors. Owners shall be held responsible for violations by tenants and guests. No warning shall be provided or required for any violation of this provision.*

The Capital Contributions Amendment to Bylaws - When the title of a unit changes, the new owner is required to contribute the equivalent of two months of HOA dues to the association's general fund. As of 7/31/2023 the HOA has benefited by capital contributions totaling \$1,888.00.

Upcoming Projects & Needed Repairs - As touched on in previous meetings, issues that need to be addressed in the community including painting the complex, replacing the roofs on the buildings, and more importantly the carport roofs, among other items were discussed with some projected costs that were promised at the last meeting. The projections will help in considering the need for a special assessment in upcoming meetings.

The next meeting will be the annual Budget Meeting where the budget for next year will be presented, and the reserve funding projects will be discussed. The Board will approve the budget while discussing the needs of the community. Everyone is encouraged to attend this meeting to understand why dues are needed, and usually need to be increased yearly to keep up with the needs of the complex. This will also be the perfect opportunity to learn about special assessments, how they work, what they fund, and what shouldn't wait to be taken care of sooner rather than later.

NEW BUSINESS

IRS Ruling 70.604 (Annual Approval) The purpose of revenue ruling 70-604 is to allow a homeowners association that has excess member income in a given tax year to roll it over to the next tax year to avoid taxation of the "inadvertent" excess member income. A motion was made and seconded to adopt IRS Ruling 70.604 for the upcoming calendar year. Without further discussion the motion passed unanimously and the Board Chair (Gary) will sign the approval of the adoption of IRS Ruling 70.604.

--- END OF MEETING MINUTES ---

NEXT MEETING: **Wednesday, October 25, 2023 at 5:30 pm Via Zoom**
This will be the annual budget meeting

ADJOURNED: **7:09 PM**

MINUTES PREPARED BY: **FRESH START Real Estate, Inc.**
Community Manager