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MURRAY PARK ANNUAL ELECTION MEETING MEETING MINUTES 09/30/2020

PRESENT:

Andrew Kualaau, President
Candace Gray, Secretary
Cathie Perkins, Director
Dee Wagoner, Director

ATTENDEES: Mark & Cindy Vandervest (FRESH START Real Estate, Inc.), 16 participants

LOCATION: Zoom meeting

1. CALL TO ORDER at 5:30pm
 - a. President Andrew Kualaau welcomed everyone in attendance and turned over the meeting to Mark Vandervest from FRESH START Real Estate to facilitate the meeting.
2. CERTIFICATION OF PROXIES
 - a. 43.75% of meeting proxies provided; motion to adjourn meeting by Cathie Perkins; Dee Wagoner second

RECONVENE MEETING at 5:04pm

Andrew approved to reconvene the meeting with a reduced quorum per ORS 100.408.

MOTION to approve agenda as written: Cathie Perkins motioned; Candace Gray seconded; none opposed

3. PROOF OF NOTICE OF MEETING
 - a. Notices posted on mailbox, sent out through email, annual notice meeting sent to individuals without e-mail
4. APPROVAL OF MINUTES OF PRECEDING ANNUAL MEETING
 - a. August 20th, 2019 minutes
 - b. Andrew motioned for approval of the minutes from 8/20/2019; Candace seconded; none opposed; minutes were unanimously approved as written.
5. REPORTS OF OFFICERS
 - a. Andrew would like to discuss costs and balance
 - i. 2019 Year end balance \$175,541.05 assets; \$125,405.73 was in reserves; balance \$50,135.32 in operating account
\$237,171.68 total income for the year
\$542.16 reserve interest; \$50,734.71 reserve expenses
Expenses included asphalt and curb painting, bark mulch, car port repairs, fence replacements, pressure washing, unit decks landings and patios
 - b. FHA approval earlier this month
 - i. Approval is good for three years
 - c. End of 2019 there were \$5,451 in delinquencies; currently \$2,062 in delinquencies
 - d. Collected 101.91% of budgeted income
 - e. Total expenses 91.3%; reserve expenses 48.79% reserve expenses; 113% utilities expenses
 - f. YTD only 59% of expenses budgeted
 - g. Question: What was the condominium questionnaire line item in the budget
 - i. Management must complete questionnaire of snapshot of financials for HOA; required by some lenders and paid by new Buyers and then reimbursed to Management.
 - h. Balance of assets as of 08/31/2020: \$212,704.15
 - i. Review of reserve study 2017 versus updated 2019 and 2020 reserve studies put together by FRESH START Real Estate, Inc.
 - j. Review of all completed work since last annual meeting
 - k. Review of priorities of work that needs to be done for the next year
6. QUESTIONS/CONCERNS FROM OWNERS
 - a. Board that is loose within patio fence #14611; request for repair

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7. VOTING FOR BOARD DIRECTOR VACANCY POSITIONS
 - a. Andrew up for renewal
 - i. Would like to remain in position
 - b. Vacant position needs to be filled
 - i. Gary Hardy filled questionnaire for board member application
 - ii. Unanimous board approval
8. ANNOUNCE RESULTS OF ELECTION
 - a. Motion by Dee Wagoner to nominate Andrew and Gary for two-year terms
 - i. Motion seconded by Cathie Perkins; unanimous decision to approve
 - b. The Board discussed officer positions and nominated Candace Gray to remain as secretary, Andrew Kualaau to remain as president, and Cathie Perkins, Dee Wagoner, and Gary Hardy to remain as Directors.
 - i. Dee Wagoner made a motion to approve the officer positions as discussed; the motion was seconded by Cathie Perkins; unanimous decision to approve
 - c. Treasurer position is open; board will wait until Gary Hardy is available to attend
9. OUTSTANDING BUSINESS
 - a. None currently
10. NEW BUSINESS
 - a. Next meeting November 5, 2020 to review the budget at 5:00pm; Zoom meeting information will be sent out the week of the meeting
11. GENERAL QUESTIONS
 - a. Are non-board members allowed to join the board meetings?
 - i. Yes, owners are always welcome to join board meetings
 - b. Best efficient way to communicate with HOA?
 - i. Email FRESH START Real Estate, Inc generally responds within the same day or texting is an option when urgent
12. ADJOURNMENT
 - a. Meeting Adjourned at 6:18pm; Motioned by Andrew Kualaau, seconded by Dee Wagoner

Minutes drafted by: Candace Gray, Secretary