

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE MURRAY PARK CONDOMINIUM HELD ON MARCH 22, 2017 AT BEAVERTON COMMUNITY CENTER - VOSE ROOM, 12350 SW 5th STREET, BEAVERTON, OR.**

**PRESENT:** Lynda Carlin, Director  
Joan Jarvis, Director  
Jeraldeen (Jeri) Pietzold, Director  
Susan Swarens, Director  
Fendall Winston, Director

**BY INVITATION:** Carra Pewsey, CAMP, CMCA, Community Manager  
**COMMUNITY MANAGEMENT, INC.**

**NO OWNERS WERE PRESENT.**

**I. CALL TO ORDER**

The meeting was called to order by Chairperson, Susan Swarens at 7:50 p.m.

**II. APPOINTMENT OF OFFICERS**

Discussion followed relative to the appointment of officers.

**AGREED - It was agreed to appoint officers as follows:**

**Chair - Susan Swarens Secretary- Jeraldeen Pietzold Treasurer - Lynda Carlin**

**III. APPROVAL OF AGENDA**

The meeting agenda was approved as amended without objection.

**IV. REPORTS & DISCUSSIONS**

**a. SIGNATURE ON SIGN IN SHEET**

Board signed the sign in sheet as needed.

**b. SIGNATURE ON BANK SIGNATURE CARD**

Board signed the Bank Signature Card.

**c. BID SPECIFICATION AND CONTRACT REVIEW**

Board was provided a handout on putting together bid specifications and reviewing contracts.

**d. ROOF PROPOSALS**

Discussion followed relative to roof repairs proposals from Bliss roofing.

**AGREED - Lynda Carlin moved to approve proposals from Bliss Roofing at a total cost of \$5,145. The motion was seconded and carried without objection.**

**e. LANDSCAPING CONTRACT**

Discussion followed relative to the Landscaping Contract and Landscaping Proposals.

**AGREED - It was agreed to get another bid for Landscaping maintenance.**

**V. UNFINISHED BUSINESS**

**VI. NEW BUSINESS**

**VII. ADJOURNMENT:** There being no further business, the meeting was adjourned at 8:10 pm