

approved

**THE VAUX CONDOMINIUM
BOARD OF DIRECTORS MEETING
AUGUST 9, 2010
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MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE VAUX CONDOMINIUMS OWNERS' ASSOCIATION HELD AT 6:30 PM, MONDAY, AUGUST 9, 2010, AT THE HOLIDAY INN EXPRESS MEETING ROOM, 2333 NW VAUGHN STREET, PORTLAND, OR 97210.

PRESENT: Hal Barwood, Chair
Grant Shaffer, Vice Chair
Sara Burton, Secretary
Sasha Welford, Director

ABSENT: Bill Meyer, Treasurer

BY INVITATION: John Krueger
Metro Overhead Door, Inc.
Nancy La Voie, CMCA, AMS, Community Manager
COMMUNITY MANAGEMENT INC, AAMC

OWNERS: Owners as reflected on the sign in sheet.

I. OWNERS' FORUM

Discussion was held regarding the recent association social event and the summer newsletter. The homeowners responded with positive feedback, thanking all who were involved in the organization.

Owner Dorothy Pendleton expressed concern regarding her requested rental approval, questioning CMI response and stating she had purchased the Vaux unit without reviewing the Bylaws so was unaware of rental limitations. Sasha Welford explained the document review period and pointed out the homeowner should have read the documents prior to purchase. Sasha Welford followed by stressing that the communication regarding rental approval comes from CMI in accordance with Board policy and restriction in the governing documents.

II. CALL TO ORDER AND ACCEPTANCE OF AGENDA

The meeting was called to order at 6:45 PM.

III. ACCESS SYSTEM UPDATE

John Krueger presented information on the garage access system. Currently, Metro Overhead Door, Inc. is working to integrate the garage remotes into Doorking entry system. Both Doorking and Linnear, the garage remote manufacturer, have been contacted but neither manufacturer reported any known similar problem. John Krueger plans to add a different technician to the team to try to sort out the problem with the Vaux gates, and should have more information by Wednesday. Grant Shaffer voiced concern regarding the switch from the current access system to the new one, stressing the importance of confirming the new system works prior to making the change. Grant Shaffer followed by reporting that his remote button needs to be pushed twice in order to open the gate, to which John Krueger reported he knows the reason and will work on resetting a switch. Krueger also informed the Board that the antennae may need to be changed to get better range. The Board requested Metro Overhead Door investigate on the delay of operation at the courtyard gates as well.

IV. BUILDING MAINTENANCE COORDINATOR'S REPORT

A. Infrared Repairs

Agreed: Grant Shaffer made a motion to approve the repairs as identified in the infrared scan of the building electrical system. Sasha Welford seconded and the motion was carried unanimously.

B. Maintenance Plan and Reserve Study Update

Agreed: Grant Shaffer made a motion to accept the RDH proposal for a three-year engagement. Sasha Welford seconded and the motion was carried unanimously.

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C. Lighting over Garage Entrance

The Board agreed to have the garage lighting project discussion deferred until the next meeting.

D. Snyder Roofing A/C Compressor Piping Caulk

Nancy La Voie reported that Snyder Roofing would caulk around the a/c compressor piping where it penetrates the roof membrane in order to maintain the water proofing.

V. DEVELOPER'S ITEMS

A. Elevator Update – *The Board reviewed the outstanding issues with the new elevators: 1) jump starts, 2) noise complaints from adjoining units, and 3) problems adjusting the brightness of the car lighting. CMI will request an update from Thyssen Krupp.*

B. Parklex Panel Staining – It was reported that a letter has been sent to TCR to use as a tool when dealing with the manufacturer to see if the staining issue would be addressed. It was noted that the concern is strictly cosmetic, not structural.

VI. MANAGER'S REPORT

E. Change in Fee to Use Holiday Inn Express – Discussion was held regarding the change in fee for current Board meeting space as the Holiday Inn Express fee went up from \$100 to \$375. The Board recommended CMI to look into Silver Cloud Hotel and other possible locations in the neighborhood.

F. Additions to Current Rental Policy

i. Temporary Dispensation for Guests up to 14 days – Discussion was held regarding the definition of a guest, and the Board consensus was that after 14 days of being a guest of any Vaux unit, the unit owner must submit occupancy information to CMI.

ii. Formalize 90-Day Provision – Discussion followed regarding formalizing the 90-day rental approval provision. Per the Board, once a rental permission is granted, the homeowner has 90 days to secure a tenant, and 90 days maximum allowed vacancy between tenants.

AGREED: Sara Burton made a motion to adopt the two amendments. Hal Barwood confirmed Board resolution that guests are welcome for up to 14 days, after which they become occupants and their names and contact information must be registered with CMI. Grant Shaffer clarified that occupants do not have to be registered with the management company unless their stay exceeds 14 days. Hal Barwood seconded and the motion was carried unanimously.

Owners who have been given permission to rent have up to 90 days to secure a tenant, and must secure a new tenant within 90 days of the previous tenant moving out. If 90 days pass while the homeowner is unable to secure a tenant, the owner must reapply for rental permission.

AGREED: Grant Shaffer made a motion to adopt the regulation regarding all homeowners with rental permission being allowed a maximum unit vacancy of 90 days, otherwise the rental approval will be revoked and owners must reapply for approval to rent. Sasha Welford seconded and the motion was carried unanimously.

VII. DISCUSSION ITEMS

A. Parking Storage – Hal Barwood opened a discussion regarding an owner receiving Board dispensation for storing a vehicle seat in the extra parking space. Barwood requested the Board to consider formalizing the process for recording such Board decisions. Nancy La Voie, CMI, will draft a resolution formalizing the previous Board's decision to allow an owner to store her van seat in her parking space.

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- B. Fine Letter** – Discussion was held regarding the letter received from a homeowner protesting a fine assessed for unscheduled move. The Board shared information to determine if the move really occurred, and how often the owner attempted to contact the management company. The final consensus of the Board is that the fine stands. CMI will notify the owner.

VIII. APPROVAL OF PREVIOUS MINUTES

Agreed: Grant Shaffer made a motion to approve the May and June 2010 meeting minutes as presented. Hal Barwood seconded and the motion was carried unanimously.

IX. GENERAL REPORTS

- A. Finance Committee Report** – None.
- B. Bicycle Committee Report** – Grant Shaffer reported on the written Bike Policy, which has been posted in bike rooms and distributed to residents with bike storage access. Shaffer reported that the several brackets which were impeded in one room have been moved. One bike has been stolen, and there was one recent attempt to bike theft in the south bike room. Shaffer and La Voie reviewed the entry logs to the room and found that only authorized residents had accessed the room. Meanwhile, the locksmith determined that access was gained with a credit card, and the association has since installed a plate over the lock to prevent such access. Currently, there are two keys to the bike and storage rooms, one with Grant Shaffer and one with Hal Barwood. The Board finished by discussing and owners concern about being unable to lift her battery assisted bike onto the wall bracket. Shaffer will meet with this owner to research a solution.
- C. Building and Landscape Committee Report** – It was reported that the Vaux landscape is not looking its best at this time due to recent insect infestation.
- D. Social Committee Report** – The last Vaux event, a wine and cheese social that was held on June 27th, was reported as very successful. There were 50 attendees, and both sponsors, Food Front and Umpqua Bank, agreed to do sponsor a future event. On September 12th, there is a pot luck planned, with the main dish being secured from a local restaurant.
- E. Communications Committee Report** – Hal Barwood announced the next newsletter will be coming out in early November 2010, and he is currently searching for article ideas.

X. UNFINISHED BUSINESS

- A. Annual Calendar** – Discussion was held regarding the annual association calendar. The Board requested to move garage cleaning and window washing to May, touch-up painting and sidewalk cleaning to April, and carpet cleaning to June. The Board also requested to add holiday decoration proposal from Dennis' 7 Dees in October, and additional Board meetings to August, November, February, and May. Also La Voie will check with the Landscape Committee Chair about adding an annual committee meeting sometime in the fall.

XI. NEW BUSINESS

- A. Lobby Decoration** – The Board requested bids for decorating the lobby for the holidays.
- B. Dennis' 7 Dees** – The Board requested to see a bid from Dennis' 7 Dees for holiday lights on the street trees and one pine in the courtyard. The association still wants Dennis' 7 Dees' proposal for the potted plants in the lobby. CMI will follow up with getting proposals.

XII. SET NEXT MEETING DATE

The next meeting date has been scheduled on November 8th, 2010.

XIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:50 PM.