

VAUX Condominium Owners Association  
ANNUAL AND BOARD MEETINGS  
Friendly House 6:30 PM – Sign in at 6:15  
March 27, 2018

## Meeting Summary

### ANNUAL MEETING

1. Roll Call **quorum present: 14 present and 51 by proxy**
2. Proof of Notice of Meeting or waiver of notice **Proof of notice was presented**
3. Communication from owners (An opportunity for owners to bring concerns to the Board's attention that are not on the Annual Meeting or Board agenda) **Several questions were raised by audience members about landscape lighting and a bike parked in the parking area.**
4. Approval of minutes from 2017 meeting **Minutes were approved**
5. Report of Officers **Chairman Bergman reported on major actions last year including resolution of the Vitaulic litigation, completion of the passive animal barriers, resolution of the gas leak, and a major re-composition of the Board of Directors. Next year activities include Bike room upgrades and fee structure, updating the unit modification procedures and definitions, making operational changes to reduced operating costs including streamlining phone lines and moving to LED lighting for 24 hour lights, enhance opportunities to participate in COA business activities through committees and volunteer work, and to review similar facilities in Portland to learn best practices in building management and maintenance. The ARC committee was introduced and thanked. The Social Committee was recognized for their efforts. The Treasurer Waldron reported on the work of the Welcoming Committee and the efforts to create a Finance Committee in the near future. The Secretary Burton reported on the work of the Landscape Committee and the clarification of maintenance standards we want our contractor to follow, as well as enhancements to tree maintenance. Director Block reported on the work of the Bike Committee. The new bike racks and repair station will arrive this week and be installed within 2 weeks. Director Lynch reported on the work of the Ad Hoc Maintenance and Management Committee**
6. Election of two Directors
  - a. Position held by Sara Burton
  - b. Position held by Susan Waldron**There being no further nominations from the floor the two re-elections were approved by acclamation**
7. Other Business – **There was no other business to conduct**
8. Adjournment **The meeting was adjourned at 7:10pm**

**A Thank you drawing was held for attendees. The winner of a bottle of Argentinian Malbec wine was Grant Shaffer**

### BOARD BUSINESS MEETING

1. Consent Calendar (All items will be voted on in a single motion to approve the consent calendar, unless there is a request to remove one from either a board member or an owner in the audience)
  - a. Board minutes from January
  - b. February Financial Report
  - c. Treasurers report
  - d. Authorizing letter to City requesting return of short term parking by building front doors**The consent calendar was approved**

2. Building Maintenance Coordinator's report

The report of the Building Maintenance Coordinator was approved. Three proposals were approved for repair work as recommended. A proposal for variable controllers on exhaust fans was tabled for further board review.

- a. Report on repair proposals for skate board damage to benches on both Raleigh and Xavier side of the buildings – The board asked for further work on the proposal, and to find other options as this appeared to be out of line with expected costs

3. Adopt Landscape Maintenance Standards and Authorize the Chair to Negotiate with 7 Dees to incorporate these standards into the current contract, within existing budget. Cost additions will require board approval – New landscape maintenance standards were approved and the Chair was authorized to negotiate with 7 Dees. No change in contract price was authorized without further board approval.

4. Adoption of One-Off Landscape projects list and having CMI seek proposals for same  
The proposed list of three one-off projects were approved (adding soil to cove street tree roots, re-leveling pavers to the East Courtyard, replacing some pavers behind the utility area on Raleigh with gravel and stepping stones. A fourth project was added to have 7 Dees trim back the Cedars along the East Courtyard walkway

5. Adoption of an interim Tree maintenance schedule to be performed by an arborist.

- a. This summer – Central Courtyard trees to be pruned and trimmed for aesthetics, tree health, building integrity and property value.
- b. Next winter (as budding has already begun this year) – Prune and trim by an arborist dead wood, cross branches, and other maintenance to preserve tree health and aesthetics of the 5 large maple trees.
- c. Additional Tree maintenance will be undertaken as needed

This schedule was approved

6. Authorize LED replacement in garage and stairways for a projected savings of \$6000 per year in electrical costs. Net estimated project costs of \$16,750 utilizing Energy Trust of Oregon incentives.

This project was approved with costs coming from the Reserve fund

7. Adoption of updated unit modification procedures and policies to replace existing rules.

Updated policies and procedures were approved subject to proof reading and format corrections

8. An additional item was added to the agenda, being a final proposal from WAVE G for high speed fiber based internet service to be added as an additional option for residents. A number of benefits will accrue to the COA as a result

9. Authorize an update to the Building Reserve Study

Approved utilizing proposal based on common specifications

10. Adjourn to next meeting on May 22<sup>nd</sup> at the Holiday Inn Express at 6:30 PM.

Approved