

APPROVED

**THE VAUX CONDOMINIUMS
BOARD OF DIRECTORS MEETING
DECEMBER 10, 2007
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**MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE VAUX CONDOMINIUM
HELD ON DECEMBER 10, 2007 AT THE FRIENDLY HOUSE COMMUNITY CENTER
LOCATED AT 2617 NW SAVIER, PORTLAND, OREGON AT 6:45 PM BOARD
MEETING (OPEN FORUM AT 6:30 PM).**

PRESENT:

Mr. Larry Emery, Chair
Ms. Noella Nelson, Vice Chair
Ms. Elizabeth Ku, Treasurer
Ms. Sara Burton, Director

ABSENT:

Dr. Samir Desai, Secretary

BY INVITATION:

Mr. David Schwindt, CPA
SCHWINDT & CO.
Mr. Tom DiChiara, Development Associate
TRAMMEL CROW RESIDENTIAL
Mrs. Diane Wood, Community Manager, AMS, PCAM,
CMCA
COMMUNITY MANAGEMENT, INC. AAMC

Owners as listed on the sign in sheet attached to the original set of minutes.

OWNERS' FORUM

- 1) Joan Ryan, #236** – Ryan informed the Board that a van continues to park in the space designated in the garage as handicapped parking. Chair Emery stated the party that purchased the space has the right to its use until an owner, who qualifies for the use of a handicapped space, submits a request and can show their need for the space. At that time, a legal process would be initiated that would transfer ownership of the space.
- 2) Barbara Reese, #408** – Reese inquired as to the status of window washing at the Vaux. Diane Wood reported that three bids had been solicited for window washing. Reese asked as to the proposed time period that this would be done and the procedure. The Chair responded that it is targeted for January or February, that the budget provides for it to be done twice a year and that the window screens would be removed from the outside for the cleaning process.
- 3) Noella Nelson, #229** – Vice Chair Nelson asked who has access to the building. CMI will investigate and report to the Board.
- 4) Alice Kinley, #106** – Kinley asked if the New York Times has access to the property for delivery. CMI will contact the New York Times and check if they have access.
- 5) Cheryl Woltz, #316** – Woltz asked who was responsibility for cleaning the deck surfaces. It was discussed that the owners would be responsible for cleaning the decks. CMI will confirm responsibility.
- 6) Ronald Kinley, #106** – Kinley reported he understood that guests can be provided

building access codes for special events, private parties, etc. and wondered if this compromises security. The Board stated they would discuss this issue at a future Board Meeting.

I. CALL TO ORDER

The Chair called the meeting to order at 6:47 PM.

II. CHAIRMAN'S REPORT

Chair Emery reported as follows:

- It was discovered that water had leaked into the basement of the Savier garage. A destructive investigation was performed on the first and second floors and the leak was found to originate from a faulty plumbing connection in the fire safety system. All repairs had been made including cleaning, moisture removal and element restoration at the expense of the developer.
- A follow up meeting of the One-Year Warranty Review was held at the offices of CMI on December 3rd, 2007. Trammel Crow Residential, CMI, RDH Building Sciences, Owners Stanley Townsend and Dirk Jongejan and Board members Larry Emery and Samir Desai were present. Discussion addressed a process for completing the warranty work. In addition, a walk through inspection of the roof and the landscaping had since occurred. An owner asked if Trammel Crow Residential would be responsible for the removal of the sealer from the tile in the elevator lobbies. The Board responded that they did not have that understanding but requested that CMI review the past Board Meeting minutes for any documentation of such agreement.
- Director Burton had purchased easels for the lobbies. It was discussed the use of the easels would be to post notices of non-routine activities and that notices should be posted for no more than a one week period. The Chair requested a notice be placed on the easels relative to website access.

III. APPROVAL OF MINUTES

AGREED

Motion made by Treasurer Ku, seconded by Director Burton to approve the minutes as distributed from the meeting held on October 22, 2007. Motion carried unanimously.

IV. 2008 MAINTENANCE MANUAL UPDATE

RDH Building Sciences had completed the Maintenance Manual Update (copies sent by email to the Board).

V. 2006 AUDIT - SCHWINDT & CO. – DAVID SCHWINDT (SEE ATTACHED)

David Schwindt presented the 2006 Audit to the Board. Emery requested the use of the word "replacement reserves" rather than "reserve funds" be used consistently through out the report.

AGREED

Motion made by Treasurer Ku, seconded by Vice Chair Nelson to approve the 2006 Audit as

prepared by Schwindt & Co. Motion carried unanimously.

**VI. 2008 RESERVE STUDY UPDATE – SCHWINDT & CO. – DAVID SCHWINDT
(SEE ATTACHED)**

David Schwindt presented the 2008 Reserve Study Update. Schwindt explained the update is based on the threshold method of funding in which an amount is established as a minimum fund balance (the selection is subjective based on the size of the Association). In addition, the following factors are incorporated – annual inflation (3.5%), annual increase in reserve assessments (4%) and interest return on reserves (4.5%). Ku reported she had Schwindt prepare an alternate funding scenario that accounted for a 0% increase in the reserve fund deposited over the next 30 years. However, it required that the reserve for 2008 be increased therefore, Ku reported Schwindt's initial scenario had been used. Chair Emery requested Schwindt provide the Board with the basis used for CPI and if the insurance policy requirements (deductibles) were taken into account in the preparation of the Study.

AGREED

Schwindt agreed to review the insurance policy and to provide the basis used for CPI.

VII. 2008 BUDGET

Treasurer Ku reviewed the proposed 2008 budget for the Board.

AGREED

It was agreed the Finance Committee will review the budget further and it will then be reviewed in final at the Board Meeting scheduled for January 14, 2008.

VIII. MAINTENANCE COORDINATOR REPORT (SEE ATTACHED)

IX. CMI STATUS REPORT (SEE ATTACHED)

X. MOVE-IN/MOVE-OUT FEE POLICY

Discussion followed regarding Move-in/Move-out fees. It was discussed that a procedure is not in place to assess a penalty if CMI has not been notified of a move.

AGREED

It was agreed this item will be discussed at a future Board Meeting.

XI. NEXT BOARD MEETING

The next Board of Directors meeting will be held on January 14, 2008 at the Friendly House Garden Room. The 2008 Budget will be addressed as the priority agenda item for the meeting.

XII. ANNUAL MEETING

The Annual Meeting of Owners will be held on March 31, 2008.

XIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:05 pm.