

APPROVED
08/09/10

**THE VAUX CONDOMINIUM
BOARD OF DIRECTORS MEETING
MAY 10, 2010
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MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE VAUX CONDOMINIUMS OWNERS' ASSOCIATION HELD AT 6:30 PM, MONDAY, MAY 10, 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
Bill Meyer, Treasurer
Sasha Welford, Director

BY INVITATION:

Larry Thompson, American Family Insurance
Bill Greenland, ThyssenKrupp Elevators
Nancy La Voie, CMCA, AMS, Community Manager
Dave Berg, BMC
COMMUNITY MANAGEMENT INC, AAMC

OWNERS:

Owners as reflected on the sign in sheet.

I. OWNERS' FORUM

Stanley Townsend reported on recent violations of Bylaws regarding propane BBQs on decks in units #104 and 135. Townsend stated there may be one more such violation in the Raleigh building on courtyard, and CMI will have the onsite maintenance staff check on this.

Hal Barwood discussed the difference in plant growth of the maple trees on SE corner from Raleigh and Savier, which appear to be in need of extra care. A suggestion was made for Dirk from Dennis' 7 Dees to take a look at the trees and make a recommendation. Stanley Townsend stated the Board members should participate in the walk-throughs with Dirk. CMI is to send Hal Barwood and Grant Shaffer a copy of the Dennis' 7 Dees landscape agreement.

II. CALL TO ORDER AND ACCEPTANCE OF AGENDA

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

AGREED: Grant Shaffer motioned to amend the agenda to add insurance report as first item. The motion was seconded and carried unanimously.

III. INSURANCE REPORT

Larry Thompson provided clarification on the coverage matter that recently came to light. Thompson presented information regarding the general description of the D & O coverage, confirming the current coverage of 2 million. A reference was made to the previous misrepresented information regarding the 10 million umbrella extending over D & O, which Larry Thompson clarified is incorrect. Nancy La Voie followed by reading the letter from Kipp and Associates. Larry Thompson stated the average American Family claim on D & O coverage is \$ 22,000. Thompson also noted that he believes about 30% of unit owners at The Vaux still do not have HO-6 policies.

Grant Shaffer recommended putting owners on notice regarding insurance verification becoming required. Shaffer requested that CMI e-mail homeowners, and mail to those without e-mail, the information regarding \$100 - \$500 yearly estimated costs for general liability and loss assessment, as well as earthquake loss assessment. This item was requested to be added to the agenda for next Board meeting.

IV. DEVELOPERS REPORT

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- A. Elevator Update** – Bill Greenland reported on the current status of Vaux elevators. Reportedly, a load weighing device is being installed on most traction elevators, which the original Vaux design did not include. Currently, since the new elevators at the Vaux have more powerful motors, ThyssenKrupp is experimenting by installing such load weighing device on one elevator. Should this elevator continue to function smoothly, ThyssenKrupp will install such weighing device on all four elevators. Should this elevator fail, the company will explore an engineering solution instead. A discussion was held regarding several owners' complaints of excess elevator noise. Reportedly, adjustments have been made to mechanics, and while the regional adjuster is scheduled to investigate shortly, ThyssenKrupp is anxious for more feedback from residents. Hal Barwood stated the elevator #3 door makes a grinding noise. CMI is to facilitate direct communication with ThyssenKrupp. Grant Shaffer stated the led lights need to be turned up, and Bill Greenland stated he is preparing to present information on led lighting in the near future. Dave Berg followed by stating the elevator fixtures will accept led lights for about \$ 20.00 per bulb, which he will switch out in one elevator car as a test.
- B. Parklex Panel Staining** – None.

V. BUILDING MAINTENANCE COORDINATORS REPORT

- A. O-Ring Failures** – Dave Berg noted the recent o-ring failures on owner air conditioning compressors, and while this is owner responsibility, Berg stated he simply wanted to bring this to attention of the Board.
- B. Caulking** – The consensus of the Board was to have Snyder Roofing caulk the needed areas during the next scheduled maintenance.
- C. Fire/Life/Safety Maintenance and Corrections** – Dave Berg presented the information from MPD on the Fire/Life/Safety maintenance and corrections.
- Agreed:** Grant Shaffer made a motion to accept the MPD proposal for Fire/Life/Safety maintenance and corrections as presented. Bill Meyer seconded and the motion was carried unanimously.
- D. Garage Lighting** – Berg reported that while one light in the garage has been replaced. Grant Shaffer stated the new fixture is actually less bright, and may be a safety concern for homeowners. Shaffer suggested a solution to utilize a combination of single and double fixtures. The Board also stated they would like to start discussion regarding changing the hallway lighting. Hal Barwood expressed concern about the change of hallways fixtures, and requested Dave Berg to have an electrician start investigation.
- Agreed:** Bill Meyer made a motion to start the application process with Oregon Energy Trust and BETC. Grant Shaffer seconded and the motion was carried unanimously.
- E. Garage Sweeping** – The Board reviewed a proposal for garage sweeping from CMISD for \$ 1,275.00, which would include the sweeping, vacuuming, and detergent treatment of oil stains. Discussion was held regarding a possible purchase of the necessary equipment for this work, to store in the recycling room for future use. The garage sweeping is currently on hold until the Board prioritizes expenditures.
- F. Emerson Proposal** – Dave Berg presented the renewal proposal for annual maintenance of the emergency back up power system. Prior years invoice had included the cost for maintenance of a piece of equipment the association does not have. Currently, Emerson owes the association a credit of \$3,543.00. Berg followed by presenting the three year agreement he was able to obtain. The first year would include the credit for prior years over billing.
- Agreed:** Grant Shaffer made a motion to accept the three year Emerson proposal for Liebert System maintenance, condition to the first year reflecting the credit from prior year overbilling. The motion was seconded and carried unanimously.

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- G. Parking Bumpers** – The Board requested information on the parking bumpers' attachment to the flooring. Dave Berg answered CMISD uses "liquid nails" to reattach as necessary. Berg stated CMI is currently tracking which spaces need such attention and will have them attended to accordingly.
- H. Insulation** – Hal Barwood brought to attention the south corner insulation which appears to be coming loose and is falling out of original space. CMI is to have this taken care of shortly.
- I. Raleigh Floor** – It was noted that the southwest end of the second floor in the Raleigh building has flooring which squeaks. Dave Berg stated it is most likely a loose nail in the subfloor.
- J. Bollards** – Grant Shaffer requested a not to exceed proposal for maintenance work to have the light bollards around the buildings straightened.
- K. Oregon Infrared Proposal** – The Board reviewed the three year proposal.
Agreed: Grant Shaffer made a motion to accept the three year proposal from Oregon Infrared at \$ 635 per year, as presented. Bill Meyer seconded and the motion was carried unanimously.
- L. Parklex** – CMI is to confirm that onsite maintenance staff, Kathy Sweet, has the bolts for Parklex panels.
- M. Metro Overhead Door** – The Board requested to have Metro check on the antennae, as well as the closers on gates, which do not close at the same rate.

VI. MANAGERS REPORT

The Board received the Managers Status Report with no additional questions.

VII. DISCUSSION ITEMS

- A. Approval of 01/25/10 and 03/29/10 Minutes** – The Board requested to add "Sasha Welford – Director" under item II in the March 29th, 2010 minutes.
AGREED: Bill Meyer made a motion to amend the March 29th, 2010 minutes as requested. Grant Shaffer seconded and the motion was carried unanimously.
- AGREED:** Bill Meyer made a motion to approve both sets of meeting minutes as submitted and amended. Grant Shaffer seconded and the motion was carried unanimously.

VIII. GENERAL REPORTS

- A. Finance Committee** – Bill Meyer stated the expenses are on track with the budget. The Finance Committee will meet with CMI to prepare the mid-year review.
- B. Bicycle Committee Report** – Hal Barwood reported that there are currently two bike brackets available in Bike Room #2, per Terry Mesa's recent e-mail. Barwood also requested CMI to review the move outs which took place around the recent bike theft incident. Grant Shaffer suggested an adoption of bike room rules in order to address the conduct for appropriate bike storage.
- C. Building Committee Report** – Stanley Townsend presented the ARC report, addressing the backlog of applications. The approved alterations included a shower grab bar installation in unit #236 on 03/11/10, a wall mounted storage in unit #237 on 04/26/10, and installation of a closer organizer in unit #239 on 04/30/10. Townsend also reported that owner Rossi in unit #230 requested installation of a wall, however, due to insufficient information and an appearance of possible structural changes, Townsend requested additional information from owner prior to responding.
- D. Social Committee Report** – Barbara Barwood confirmed the next social event is scheduled to be held on June 27th, 2010, from 4:00 PM – 6:00 PM in the Vaux courtyard.

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- E. Communications Committee Report** – It was announced that the latest Vaux newsletter has been distributed. Hal Barwood requested to meet with Nancy La Voie and Matt Souza to discuss web site changes.

VII. ACTION ITEMS

- A. Parking Stall 185 Easement** – Grant Shaffer stated he would like for Trammell Crow Residential to restripe the parking space in accordance with the plan, before the Board Chair signs the easement document.

Agreed: Grant Shaffer made a motion to approve the easement subject to TCR completing the striping in accordance with the plan to Board's satisfaction. Bill Meyer seconded and the motion was carried unanimously.

- B. Rental Restriction and Wait List Policy** – Nancy La Voie explained the process of establishing and managing a waiting list for homeowners requesting a rental status approval from the Board. Discussion followed regarding a possible adoption of a penalty to be assessed against unapproved rentals.

IX. UNFINISHED BUSINESS

- A. Annual Calendar** – CMI is to send copies of annual calendar draft to all Board members.

X. NEW BUSINESS

None.

XI. SET NEXT MEETING DATE

- A.** The next two Board meetings have been scheduled on June 7th, and August 9th, 2010.

XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:36 PM.