

MINUTES
Stanford Townhomes HOA Annual Meeting for 2011
held January 10th, 2012
at 5546 SW Redtop Place, Corvallis, OR 97333

The Annual Meeting of the Stanford Townhomes HOA was called to order by President Nancy Butler-Neary at 7:02pm. Board members Susie McCracken, Nancy Butler-Neary, and Jeff Ohren were present. Two Owners were present. Beth Powell of Willamette Community Management.

Quorum: a Quorum of 50% (10 owners) is required in the bylaws, 13 owners were present by person or by proxy.

The membership unanimously APPROVED the minutes from December 10th, 2010, **annual board meeting**.

Nancy reported on the state of the community:

2011 Accomplishments of the Stanford Townhomes HOA Board of Directors:

- 1) Authorized Willamette Community Management to take care of the day-to-day management of the HOA, including the collection of assessments, filing of liens(as needed) paying of bills, monitoring contracts, filing required tax forms and dealing with neighborhood complaints. Thanks, Kurt and Dave of WCM!
- 2) Made decisions on expenditures to maintain the appearance of the landscaping and exterior as needed, such as replacement of faulty sprinkler heads.
- 3) Monitored the financial status of the HOA for appropriate reserves and operating income and expenses..
- 4) Authorized a Reserve Study for better understanding of what resources will be needed in the future.
- 5) Adopted a Deck Maintenance resolution; since this was unclear in the original HOA documents as to responsibility for on-going maintenance and repair of this exterior feature

Jeff - would like to note that the parking is much better. He asked WCM to follow up with another owner with regard to parking.

There were not many meetings this year because things are going so well.

The membership unanimously APPROVED WCM would be the inspector of elections.

Elections – Jeff Ohren is willing to run for another term until the time that his unit sells. Robert nominated Jeff, Susie seconded. The membership voted Jeff in unanimously.

New Business –

The Board APPROVED to have WCM continue to manage Stanford Townhomes.

Meeting adjourned 7:22 PM

Bp, wcm