

MINUTES

Stanford Townhomes HOA Board Meeting–January 17th 2014

The Board Meeting of the Stanford Townhomes HOA was called to order by President Nancy Butler-Neary at 4:47 PM on January 17th, 2014. Board members Mary Mirpourian and Nancy Butler-Neary were present. Kurt Powell of Willamette Community was present. 4 owners were also present.

The Board meeting convened at 4:47 PM at the home of Nancy Butler Neary after the adjournment of the annual meeting.

Garbage/Refuse at units: One owner noted that there is a glass recycling container on site with feces inside. WCM has contacted the property owner to ask them to remove the feces from the site.

WCM will contact the Gazette Times and request they cease delivery of the "This Week" publication to all units in Stanford Townhomes, as there is a considerable amount of these in driveways at the present time in Stanford.

The Board **APPROVED** a motion to have WCM put up a notice at the community mailboxes and contact all owners with the Gazette Times debris in driveway to clean it up.

Housekeeping Items: The Board **APPROVED** a motion made by Nancy and seconded by Mary to approve the minutes from October 8th, 2013.

WCM will Ask TruGreen to replace the batteries more often in the landscape irrigation timers for the common areas in hopes of keeping timer malfunction at a minimum during the irrigation year.

The Board **APPROVED** a decision to hire ARMOR Contracting to complete the window trim repairs on units in Stanford Townhomes. See attached report from Armor Contracting regarding specific repairs.

The Board **APPOINTED** Mary Mirpourian to Treasurer, Susie McCracken as Secretary, and Nancy Butler-Neary as President with a motion made by Mary and seconded by Nancy.

The Board **APPROVED** a motion to continue with the contract for TruGreen in 2014 with a motion made by Nancy and seconded by Mary.

The Board **POSTPONED** a motion to install a sign that says "Parking for Stanford Townhome Residents and Guests Only. Violators will be towed at the vehicle owner's expense. Charlie's Towing 541-752-0101"

The Board **REVIEWED** a resolution to define trim as maintenance as HOA responsibility. The Board will continue to review this resolution electronically.

The Board **APPROVED** a motion to ask WCM to gather quotes for bark for Stanford Townhomes in the spring.

The Board **APPROVED** a motion to ask WCM to gather quotes for sealcoating the parking lot in the summer of 2014.

The meeting adjourned at 5:29 PM.

Report date - 10/8/13 - ARMOR Contracting.

| <u>Address:</u> | <u>Specific Locations/Window</u> | <u>Specific Trim Boards</u> |
|------------------------|--|---------------------------------------|
| 1635 SW Stanford | North Side - Mid Level | Bottom Trim Board |
| 1663 SW Stanford | S Side mid level both small windows | Bottom Trim Board |
| | S side upper right window | Bottom Trim Board |
| | S side upper right window of 3 together | Bottom Trim Board |
| | S side upper middle window of 3 together | Left Trim Board |
| | S side upper left window of 3 together | Bottom trim Board |
| 1690 SW Stanford | Caulk and paint south side window | |
| 1680 SW Stanford | n/a | W side rake trim end |
| 1670 SW Stanford | | W side rake and trim end and facia |
| Behind gutter | | |
| 1701 SW Stanford | Upper Left window | Re-flash and redo all side trim |
| | Upper Right Window | right side may be soft |
| | Middle Left Small | Right bottom trim Tyvek Taped but not |
| flushed well | | |
| 1709 SW Stanford | Bottom left of door | bottom and middle trim |
| | upper left of door | bottom trim |
| 1715 SW Stanford | upper left of door | bottom and left side |
| | upper right of door small | bottom |
| 1723 SW Stanford | upper left of door small | bottom and left |
| | upper right of door | bottom |
| 5440 NW Windflower | upper right of door | bottom left |
| 5420 NW Windflower | upper left of door | bottom trim. |