

NOPTHA Board Meeting Minutes January 16, 2012

Board members in attendance: Kathy Giesen, Donna Leudesdorf, Diane Welsh, John Moses, Scott Bonnell. Sterling Management was represented by Bonnie Anderson and Patti Lundeen. Homeowner Leona Haggard Unit #1 was also in attendance for a portion of the meeting. Cary Richardson, an Edward Jones representative, was in attendance for a brief presentation.

Meeting was called to order by President Donna Leudesdorf at 7:03 p.m. Minutes of the previous meeting (November) had already been approved at the annual meeting in December.

For the record: The newly elected board met on December 19, 2011 and appointed the following officers and term limits:

Donna Leudesdorf	President	1 year
Scott Bonnell	Vice President	2 years
Diane Welsh	Treasurer	1 year
Kathy Giesen	Secretary	1 year
John Moses	Member at large	2 years

Treasurer's Report: Edward Jones accounts: \$20,509.78
Umpqua Bank money market: \$114,851.51 and savings: \$5,000
Total funds: \$140,361.59

7:15 Cary Richardson from Edward Jones came to answer questions and give advice about investments.

The previous boards had well laid out laddered CD's. All of these have matured as of the end of 2011. Interest rates are notoriously low for CD's and for money market accounts. The Board is bound by the bylaws of the Association which state on page 16 that our investments must be FDIC insured. This **greatly** limits our choices for investing. We again discussed rewriting our bylaws, but this would first require a formal reserves study which would cost a minimum of \$10,000. Cary did talk to us about GNMA bonds that currently have an interest return of 2-3%, but the money must be invested for 3-5 years. These bonds are FDIC insured. All of the board was hesitant about this and discussed asking an attorney about this in accordance with our bylaws. Treasurer Diane Welsh is going to check into GNMA bonds before we contact an attorney. Board member John Moses also has a knowledgeable financial contact with whom he will check for information about GNMA.

I. OLD BUSINESS

- A. 1) Eagle roofing is due to clean debris from all the roofs again soon. Sterling will check with him to find out the exact date his crew will be on site. Sterling will let the board know when the cleaning will be done. Scupper inserts have not yet been installed on all flat roofs. Sterling will ask Eagle whether or not the inserts are being helpful. Sterling has permission from the board to purchase more scupper mesh inserts if Eagle Roofing feels they are being helpful.
- 2) Owner of Unit #1 attended the meeting and reports that woodpeckers (filckers - woodpeckers) are making holes in her fascia boards? Board will ask Eagle Roofing to check.
- B. Landscaping at #62: tree has been planted by Thompson's; Kathy Giesen will check with Eric from Thompson about the additional plantings and when that will be done..spring??
- C. Bids for cover at the mailbox: Board discussed and determined we need a detailed and exact drawing and list of materials to be used so that we can accurately compare bids. Sterling will talk to their maintenance person who made a bid and to A-Hand-E Man who also made a bid and then

email to all the board members the list of materials. Board member Diane Welsh will talk to Jeff Gerrot who built the garbage/recycling enclosures about a bid. Board member Kathy Giesen requested that this item be completed by March 1st since it has been on the agenda for several months. All concurred.

- D. Bids for chimney cleaning: Kathy Giesen moved that we approve Oregon Chimney Guys to clean 6 or 7 units @ \$365 per unit. Diane Welsh seconded the motion. It was approved unanimously. President Leudesdorf will prioritize which chimneys are to be cleaned, and it will be done in the spring of 2012.
- E. Directory updates: still ongoing; new rentals at #4, 19 and 20. Secretary Kathy Giesen and Sterling will try to contact the owners and/or the tenants to get the current contact information. Sterling suggested that we have a packet of info to give to each tenant that would give the bylaws, pool rules, etc. and a form for them to fill out and return. Sterling has other another property that does this. Board asked them to bring us an example of the packet and adapt it for us.
- F. Letters to owners of #3 (re parking), #54 (re interference with workers) and #56 (re parking): some additional information was given to Sterling re the parking situation so the letters can be finalized and sent out
- G. Repairs @ #74: Another water leak caused the ceiling in #74 to sag and bubble; River Roofing did the repair in November and asked the resident to be patient with the inside repair until another heavy rain came so we could be sure the outside roof repair was done accurately. December was a very dry month. Once the rains came and no more water was dripping, Sterling asked A- Hand-E- Man to repair the inside. He had a concern about the built-in gutter so Phil's Rooter Service came. His opinion and the consensus by the Board is that it would be excessively expensive to try to redesign the interior gutter, so maintenance is going to be of utmost importance during the rainy season...at least once a month. The Board asked Sterling to put it as a standing item on the maintenance schedule so the Board does not have to put in a work order every month.

II. NEW BUSINESS

- A. Lights at front entrance: Lynn's Electric moved the light at the front sign from the ground to up above the sign. One of the bulbs has already burned out. Previous electricians have said that the halogen light fixture that is there is not the most efficient. Also one of the "lamppost" lights is burnt out. The Board discussed replacing both of the fixtures on the posts as well as the spot light on the sign. President Leudesdorf and Vice President Scott Bonnell said they would search for other fixtures that would take LED lights for brightness and efficiency. They will email the board with choices and members will respond and vote on new fixtures.
- B. Car parked in space B: the car has been there for over a year; the tags are expired; it belongs to #35. Sterling will contact the owner via email and see about getting the car moved.
- C. No Parking signs on Bond Lane: The board discussed this and it was moved by Diane Welsh and seconded by Scott Bonnell that Sterling purchase two "NO PARKING FROM HERE TO CORNER" signs and install them between the last complex driveway (by #12) and the Bond/Norkenzie corner. It was unanimously approved.
- D. Downspout @ #46: Sterling will repair
- E. Organize Architectural Committee: hold until Feb. Board will schedule a walk around together to get an idea of issues and to orient the two new board members.
- F. Cleaning in and around garbage/recycling enclosures: Sterling will put it on the maintenance work list for 1x month sweeping.
- G. Organize a pool committee: will be done closer to summer; Sterling attempting to reach Martin w/ Thomas Pool Service to find out why bills were so high in November and December. Sterling will report to board when an answer is received.
- H. Letter to Unit #60 (renters) regarding undue noise: Secretary Giesen wrote the letter and sent it certified mail to the owner. Copy give to #59 and to Sterling for file.
- I. Schedule walk around with police to analyze security on the property - recent vandalism: Sterling will schedule with Eugene Police and let board know the date and time; #15 and #26 had cars

severely vandalized in mid December. Board gave approval for #15 to install spotlight at corner of unit to shine on the carport area. Owner of #15 will plug in each evening and unplug each morning. THANK YOU!

- J. Dry rot above front doors of peaked roof units #11 and #15 has been reported: Board will ask Eagle Roofing to take a look at during their next cleaning.
- K. Power washing sidewalks, driveways and curbs: Board will check into in spring; walk around will help determine most needed areas
- III. NEXT MEETING: February 13, 2012
- IV. Adjournment: 9:20
- V. Executive session

Respectfully submitted,

Kathy Giesen
Secretary NOPTHA Board of Directors