

NOPTHA Board Meeting Minutes
October 10, 2011

Board members in attendance: Kathy Giesen, Donna Leudesdorf, Diane Welsh, and Vickie Dell. Sterling Management was represented by: Bonnie Anderson and Patti Lundeen. Homeowner Bill Blodgett was also in attendance.

Meeting was called to order by President Kathy Giesen at 7:09 p.m. Minutes of the previous meeting were approved as read.

Treasurer's Report: Umpqua Bank Operating Fund \$4,472.04, Umpqua Money Market account is \$80,125.16. It earned \$77.45 interest last month. Edward Jones account is \$55,445.65 and we have a \$5,000 checking account at Umpqua Bank.

OLD BUSINESS

A. Maintenance

1. Outdoor lights: Lights at #44, 56 and 54 are all operating. Have not received a bill from Christenson's Electric yet. Board requests that Sterling asks the electrician who did the work to write up a summary of what was done, what the "boxes" are at each of the three holes that were dug and for a map of the wiring that was "located" so we have this information for future reference. The maintenance bill for Sterling is higher for September because the Sterling maintenance person did all the digging for the electrician and assisted in other ways while the work was going on.
2. Roof Maintenance: Sterling Maintenance cleaned all the roofs except the peaked roof units. Board requested them to do that ASAP as well. Eagle Roofing made a bid of cleaning roof, gutter and downspouts and disposing of all debris for \$1,125. Following discussion, Vickie Dell moved and Donna Leudesdorf seconded it that we hire Eagle Roofing to do the roof cleaning every other month with the agreement that Sterling Maintenance will help out as needed during the off months. It was unanimously approved. Bonnie from Sterling will contact Eagle Roofing and let them know the Board's decision.

3. Bid to cover mailboxes - \$1400 from Sterling. will get another bid. Board decided to have the signage board built into the covered area as well.
- B. Landscape planting @ #61-62 - Marcia Petersen told the Board she did not want to plan and buy plants for the area. Two or three board members will go to some nurseries and choose some plants. Thompson gave several suggestions of plant that would be good for the area.
- C. Directory: Sterling gave us copies of the new directory. It is very well laid out and gives us information that will be helpful in contacting people. We will try to add who the property management companies are on the rentals that have them. We will do our best to update the info as changes happen.
- D. Clubhouse cleaning: Empire Cleaning will continue to check the building on a monthly basis and clean on an "as needed" basis; their charge will be \$25 per month
- E. Garbage/recycling enclosures: they are in full operation; the parking areas of the carports look great! - neat and tidy. Both gates need to be built up a foot higher so no one can reach over the gate and unlock from the inside.
- F. Irrigation update: the water is off for the winter; winterization will happen soon
- G. Chimney cleaning: Sterling is in the process of getting bids from Ye Old Chimney and the Oregon Chimney Guys for cleaning the outside of the chimney and applying a sealant for the units that were not done recently. Sterling will email the board and a decision will be made.
- H. Pest Control: Board decided to put this on hold until spring
- I. Pruning: the pin oak at #49 and maple at #47 have been pruned for a total cost of \$750
- J. Boundary fence @ south side of #55: Sterling has not yet given an estimate to repair broken boards; Sterling will contact David Smith the builder for Green Homes Builder to see if he will share the cost of replacing the fence
- K. Dry rot @#69 : repaired
- L. Leaky faucet @ #56 : repaired
- M. Build Privacy fence @ #26: not completed yet
- N. Garage roof crack @ #57: Sterling checked; no crack, dirt in the crease
- O. Letter sent to #60 regarding dog off leash

- B. Letter sent to #66 regarding deck project; deadline of Oct. 15th set to take off the tarp and clear the back common area
- C. Invoices from Thompson for work at #61-62 and bark at #3 and 63: President will call Thompson again to clarify; not yet paid
- D. Another CD matured at Edward Jones; Board asked Treasurer to check on Ally Bank CD rates
- E. Note will be given to #62 regarding painting the new privacy fence at back patio

NEW BUSINESS

A Owner Requests

1. #47 asked the Board to look at grass on N. side of garage...dying? : Board had already looked at it and told owner that the dead spots were from the boradleaf weedkiller that was applied by Thompson's; grass will reseed over the winter
2. #58 has a downspout that is disconnected and smashed on one end: Sterling will repair
3. #58 requests repair of board at uplift spot on sidewalk
4. #29 has a disconnected downspout on E. side of unit: Sterling will repair

- B. Budget for 2012: next planning meeting set for Monday, October 17 from 7 - 8 p.m.

Meeting adjourned to executive session @ 8:55

Respectfully submitted,

Kathy Giesen, interim secretary